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THE

MISCELLANEOUS DOCUMENTS

OF THE

HOUSE OF REPRESENTATIVES

FOR THE

SECOND SESSION OF THE FIFTY-SECOND CONGRESS,

1892-'93.

IN THIRTY VOLUMES.

WASHINGTON:
GOVERNMENT PRINTING OFFICE.
1893.

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INDEX TO HOUSE MISCELLANEOUS DOCUMENTS.

CONTENTS OF THE VOLUMES.

Vol. 1, Nos. 1 to 94, inclusive, except Nos. 11, 40, 41, 42, 43, 83, and 90.
Vol. 2..No. 11.
Vol. 3..No. 40.
Vol. 4..No. 41.
Vol. 5..No. 42.
Vol. 6..No. 43.
Vol. 7..No. 83.
Vol. 8..No. 90.
Vol. 9..No. 95.
Vol. 10..No. 96, pt. 1.
Vol. 11..No. 96, pt. 2.
Vol. 12..No. 96, pt. 3.
Vol. 13..No. 96, pt. 4.
Vol. 14..Nos. 97 to 104, inclusive.
Vol. 15..No. 105.
Vol. 16..No. 106.
Vol. 17..No. 107.
Vol. 18..Nos. 108 and 109.
Vol. 19..Nos. 110 and 111.
Vol. 20..No. 112.
Vol. 21..No. 113.
Vol. 22..No. 114, pt. 1.
Vol. 23..No. 114, pt. 2.
Vol. 24..No. 115.
Vol. 25..No. 116.
Vol. 26..No. 117.
Vol. 27..No. 118.
Vol. 28..No. 119.
Vol. 29..No. 120.
Vol. 30..No. 121.

INDEX TO MISCELLANEOUS DOCUMENTS.

Subject.	No.	Vol.
Aldrich, Bettie A	51	1
Animal Industry, eighth and ninth annual reports of Bureau of	120	29
Art, report on growth of industrial	121	30
Astronomical observations, Washington, 1889	115	24
Atchley, T. V	79	1
Baylor, M. C	64	1
Beasley, George W	76	1
Bell, J. M	68	1
Belue, N. H	30	1
Bewley, W. S	29	1
Bickford, William A., report of Court of Claims	87	1
Bigelow, John R	19	1
Bone, J. T	29	1
Brightwood Railway Company	69	1
Brown, Benjamin	64	1
Bureau of Animal Industry, eighth and ninth annual report of	120	29
Bureau of Ethnology, ninth report of, 1887–'88	11	2
tenth report, 1888–'89	116	25
Capitol, North O Street and South Washington Railway Company	67	1
Cartmell, A. M	52	1
Cattle, special report on diseases and feeding of	106	16
Census, resolution to establish a permanent bureau of	72	1
Chism, Robert	29	1
Civil Service, communication from Commission, relative to reinstatements in classified departmental service	93	1
Clark, J. W	79	1
Claypole, Reuben	45	1
Clerk of House of Representatives. *See* House of Representatives.		
Commerce with Europe, 1870–1890	117	26
Commissioner of Labor, statement of expenditures	12	1
Comprehensive index	95	9
Connally, W. L	49	1

Subject.	No.	Vol.
Consular Reports:		
Vol. 40	108	18
Vol. 41	109	18
Special report on stave trade and tariffs of foreign countries (Vol. 7)	110	19
Special report on fire and building regulation in foreign countries.	111	19
Special report on Australian sheep and wool; and on vagrancy, and public charities in foreign countries (Vol. 9)	119	28
Cook, J. S	68	1
Cook, Peter	56	1
Cotton, Willis	22	1
Couch, Drury	85	1
Court of Claims, list of judgments for fiscal year ending December 31, 1892	13	1
Cowart, Slater and William	25	1
Craig, Alexander K., eulogies on	97	14
Crafton, P. C	80	1
Crosby, Peter	29	1
Deaton, John	59	1
Department of Labor, statement of expenditures	12	1
Diseases of cattle, special report on	106	16
Doorkeeper of House of Representatives. (*See* House of Representatives.)		
Du Bose, Adele L	33	1
Dunbar, Peter	22	1
Eckington and Soldiers' Home Railway Company	60	1
Endeavor (brig)	15	1
Ethnology, ninth annual report of Bureau of, 1887–'88	11	2
tenth report of Bureau of	116	25
Eulogies:		
Craig, Alexander K	97	14
Ford, Melbourne H	98	14
Gamble, John R	99	14
Kendall, James W	100	14
McDonald, Edward F	101	14
Spinola, Francis P	102	14
Stackhouse, Eli T	103	14
Warwick, John G	104	14
Europe, commerce with, 1870–1890	117	26
Evans, Sarah E	62	1
Fain, W. Y	29	1
Feezer, P. L	22	1
Ferguson, J. G	22	1
Fernandina, Fla., resolution for information relative to condition of entrance to harbor at	74	1
Fish Commission. (*See* U. S. Fish Commission.)		
Fitzhugh, Anna M	17	1
Ford, Melbourne H., eulogies on	98	14
Freedman's Saving and Trust Company, and report of commissioner of.	21	1
Freeman, F. M	66	1
Gallaher, Henry	29	1
Galloway, W. A	29	1
Gamble, John R., eulogies on	99	14
Geological Survey. (*See* United States Geological Survey.)		
Graham, David	65	1
Hendricks, W. J	22	1
Holtzclaw, Elijah	80	1
Horatio (brig)	35	1
House of Representatives:		
List of members of, by States	1	1
Standing and select committees of	2	1
List of members of, and committees on which they serve	3	1
Inventory of property in possession of the Clerk of	4	1
Annual report of Clerk of, on receipts and disbursements	7	1
Communication of Clerk transmitting list of reports to be made to Congress by public officers	8	1

Subject.	No.	Vol.
House of Representatives—Continued.		
Inventory of property by Doorkeeper of	31	1
Inventory of property in possession of the Sergeant-at-Arms	24	1
Statement of receipts and disbursements by Sergeant-at-Arms	23	1
Resolution relative to ventilation of dining-room	92	1
Index of public Congressional documents	95	9
Industrial art, growth of	121	30
Industrial Christian Home Association, Utah	6	1
Irwin, B. J. D	18	1
Irwin, William	44	1
Jenkins, J. T	54	1
Johnson, F. I	22	1
Kendall, James W., eulogies on	100	14
Kirtley, F. W	89	1
Langstone, M. E	91	1
Lanman, Charles	20	1
Lancave, I. T	31	1
Leonhart, George	52	1
Lewis, William H	47	1
Library of Congress, annual report on construction of the building for	9	1
Longacre, Richard	86	1
Louvman, H. J	49	1
Lummis, J. C	26	1
McDonald, Edward F., eulogies on	101	14
McLemare, J. C	30	1
Manney, John W. (widow of)	63	1
Metropolitan Railroad Company	73	1
Mineral resources, report of 1891	83	17
Mitchell, W. W	84	1
Moore, William C	81	1
Murchison, Catherine	57	1
Musen, Susan	26	1
Navy, resolution for joint committee to investigate the personnel of	38	1
New York Packett (sloop)	14	1
Odd Fellows' Hall Association	48	1
Oubre, Eugene	71	1
Owen, Pleasant	58	1
Owens, J. H	77	1
Padgett, George W	82	1
Parham, B. M	29	1
Pash, Dent S	32	1
Phelan, A. T	29	1
Phillips, A. B	28	1
Picket, Jesse	22	1
Postal Service. Laws and regulations of	90	8
Pyles, Charles L. Report of Court of Claims	88	1
Robbins, Samuel	75	1
Roberts, J. L	49	1
Rosenthal, C. F. F	54	1
Russell, Jaber	29	1
Scroggins, J. C	29	1
Seals, Alexander	22	1
Sembler, J. R	30	1
Sergeant-at-arms. (*See* House of Representatives.)		
Sheep industry, special report on	105	15
Sherman act. (*See* Silver.)		
Silver, resolution requesting Committee on Banking and Currency to furnish information relative to request for repeal of act for purchase of	78	1
Smith, George W	50	1
Smithsonian Institution:		
Report, 1892, part 1	114	22
part 2	114	23
Ninth Annual Report of Bureau of Ethnology of, 1887–'88	11	2
Tenth Annual Report of Bureau of Ethnology of, 1888–'89	116	25
Report on expenditures	5	1

Subject.	No.	Vol.
Smithsonian Institution—Continued.		
Communication from secretary of, relative to vacancy in board of regents of	39	1
Sorrell, E. F	30	1
Spinola, Francis P., eulogies on	102	14
Stackhouse, Eli T., eulogies on	103	14
Stephens, J. N	22	1
Stewart, M. J	30	1
Strong, S. R. and C. W	30	1
Suffolk (ship)	16	1
Summerhayes, J. W	37	1
Tenny, Daniel K	34	1
Thomas, M. H	26	1
Thrift, S. B	29	1
Turner, S. M	46	1
United States Fish Commission, bulletin of, 1891	112	20
report of, 1889–'90, 1890–'91	113	21
statement of expenditures for propagation of food-fishes, etc	10	1
United States Geological Survey (monographs, Vol. 21)	118	27
Wade, Henry	49	1
Wade, John A	49	1
Waldron, John	55	1
War of Rebellion, Official Records of: *		
Vol. 1	40	3
Vol. 2	41	4
Vol. 3	42	5
Vol. 4	43	6
Vol. 41, part 1	96	10
Vol. 41, part 2	96	11
Vol. 41, part 3	96	12
Vol. 41, part 4	96	13
Warwick, John G., eulogies on	104	14
Washington and Georgetown Railroad Company	70	1
Weather Bureau Report	107	17
West, John H	53	1
White, Annie B	61	1
Woodbury, R. S. and G. W	27	1
Woodruff, Amos	22	1
Wool and Manufacturers of Wool, report on	94	1
York, William	68	1
Young, Fannie	22	1

* Vols. 1, 2, 3, and 4 of the Official Records of the War of Rebellion are printed for the first time in the Congressional set of documents.

52D CONGRESS, 2d Session. } HOUSE OF REPRESENTATIVES. { MIS. DOC. No. 90.

THE

POSTAL LAWS AND REGULATIONS

OF THE

UNITED STATES OF AMERICA.

COMPILED, REVISED, AND PUBLISHED IN ACCORDANCE WITH THE ACT OF CONGRESS APPROVED MARCH 3, 1891.

WASHINGTON:
GOVERNMENT PRINTING OFFICE.
1893.

[Order No. 15.]

OFFICE OF THE POSTMASTER-GENERAL,
Washington, D. C., February 2, 1893.

The accompanying revision of the compilation of the acts of Congress and of the regulations of the postal service is the first that has been made since 1887. All previous regulations and rulings upon the same subjects are hereby superseded and abrogated. Every postmaster and other postal officer or employé is hereby instructed to return to the Post-Office Department, division of post-office supplies, all copies in his possession of any former edition of the postal laws and regulations, and at the same time will acknowledge receipt of the present volume on the printed form transmitted with it.

After receipt of this new edition of the postal laws and regulations all references thereto in official communications and documents should be to the sections of the new revision. Many important changes have been made in these regulations and all postmasters and postal officers are instructed to familiarize themselves thoroughly therewith.

JOHN WANAMAKER,
Postmaster-General.

TABLE OF CONTENTS.

PART I.

TITLE I.—THE POST-OFFICE DEPARTMENT.

		Page.
CHAPTER 1.	Official organization	9–37
2.	General provisions applicable to the Post-Office Department	37–54
3.	Irrelative duties of the Postmaster-General	55–61

PART II.—THE POSTAL SERVICE.

TITLE II.—THE FISCAL SYSTEM OF THE POSTAL SERVICE.

4.	Of the revenues	62–79
5.	Of expenditures	79–86
6.	Postmasters' accounts and returns	87–95
7.	Of the auditor	95–101
8.	Of claims of postmasters for losses of stamped paper, postal, and money order funds	102–103
9.	Of legal proceedings to collect debts and penalties	103–111
10.	Of the renewal of lost warrants and drafts	111–112

TITLE III.—MAIL MATTER

11.	Of domestic mail matter, its classification and rates of postage	113–142
12.	Foreign mail matter, its classification and rates of postage	142–155
13.	Of free matter	156–164
14.	The Dead-Letter Office	165–168

TITLE IV.—POST-OFFICES AND POSTMASTERS.

Page.

CHAPTER 15. Of the establishment and discontinuance of post-offices, the appointment and qualifications of postmasters and of their sureties 169–177
16. Of the classification and compensation of postmasters and of their allowances and supplies 177–190
17. The organization and general management of post-offices, their clerks and employés 191–203
18. Of the treatment of mail matter in post-offices 204–257
19. Free delivery service 258–269
20. The special delivery service 269–280
21. Miscellaneous duties and responsibilities of postmasters 280–282

TITLE V.—TRANSPORTATION OF THE MAILS.

22. The Government monopoly of mail transportation 283–288
23. Of post-roads; and general provisions for establishing mail carriage 288–290
24. Of transportation by railroads 291–298
25. Mail messenger service 299–301
26. Transportation on steamboats and star routes 301–318
27. Foreign mail service 319–324
28. Ship and steamboat letters 324–326
29. Inspection of service and of fines and deductions 326–330
30. Of mail equipments 330–343

TITLE VI.—THE RAILWAY MAIL SERVICE.

31. Organization and general provisions 344–349
32. General instructions to railway postal clerks 349–359
33. Instructions to railway postal clerks in handling ordinary mail matter 359–371
34. General regulations relative to the railway mail service 371, 372

TITLE VII.—THE REGISTRY SYSTEM.

35. Registration of domestic mail matter 373–400
36. Registration of foreign mail matter 400–406
37. Through registered matter 406–416
38. The handling of registered matter by railway postal clerks .. 416–418

TITLE VIII.—THE MONEY-ORDER SYSTEM.

		Page.
CHAPTER 39.	General provisions	419–423
40.	Issue of domestic money-orders	424–430
41.	Payment of domestic money-orders	430–437
42.	Repayment of money-orders	437–438
43.	Issue, payment, and repayment of duplicate money-orders	438–441
44.	Postal notes	441–442
45.	Postal-note business at money-order offices	443–448
46.	Special instructions to postmasters at postal-note offices	448–450
47.	The international money-order business	450–451
48.	General provisions	451–455
49.	Issue of international money-orders	455–462
50.	Payment of international money-orders	462–466
51.	Duplicate international money-orders	466–469
52.	Money-order funds and accounts	470–479

TITLE IX.—POSTAL CRIMES.

53.	Violations of the postal laws and prosecutions therefor	480–493

PART I.

TITLE I.

THE POST-OFFICE DEPARTMENT.

CHAPTER ONE.

OFFICIAL ORGANIZATION.

Sec. 1. The Department and Postmaster-General.—There shall be at the seat of Government an Executive Department to be known as the Post-Office Department,* and a Postmaster-General, who shall be the head thereof, and who shall be appointed by the President, by and with the advice and consent of the Senate, and who may be removed in the same manner; and the term of the Postmaster-General shall be for and during the term of the President by whom he is appointed, and for one month thereafter, unless sooner removed. (R. S., § 388.)

NOTE.—The salary of the Postmaster-General is $8,000 per year. (Act of March 3, 1853, § 4, 10 Stat., 212.)

Sec. 2. General Duties of the Postmaster-General.—It shall be the duty of the Postmaster-General:

First. To establish and discontinue post-offices.

Second. To instruct all persons in the postal service with reference to their duties.

Third. To decide on the forms of all official papers.

Fourth. To prescribe the manner of keeping and stating accounts.

Fifth. To enforce the prompt rendition of returns relative to accounts.

Sixth. To control, according to law, and subject to the settlement of the Sixth Auditor, all expenses incident to the service of the Department.

*The Constitution of the United States confers upon Congress the power "to establish post-offices and post-roads." (Const., Art. 1, sec. 8.) Upon this grant, embracing the incidental powers necessary to carry it into effect, rests the legislation establishing the Post-Office Department and providing for the entire postal system of the country. (*Ex parte* Jackson, 96 U. S., 727.)

Seventh. To superintend the disposal of the moneys of the Department.

Eighth. To direct the manner in which balances shall be paid over; issue warrants to cover money into the Treasury; and to pay out the same.

Ninth. To superintend generally the business of the Department, and execute all laws relative to the postal service. (R. S., § 396.)

Sec. 3. Authority to Prescribe Regulations.—The head of each Department is authorized to prescribe regulations, not inconsistent with law, for the government of his Department, the conduct of its officers and clerks, the distribution and performance of its business, and the custody, use, and preservation of the records, papers, and property appertaining to it. (R. S., § 161.)

These regulations, when not inconsistent with the statutes, have the force of law (Landram *v.* U. S., 16 Ct. Claims, 74; U. S. *v.* Eliason, 16 Pet., 291), and they confer the power of the head of the Department, under the statutes, on the several departmental officers to the extent therein assigned and limited; and the order of an officer of the Department, when strictly within the scope of the duties assigned to him, is deemed the order of the head of the Department. (Alvord *v.* U. S., 95 U. S., 356; Parish *v.* U. S., 100 U. S., 504.)

In like manner, when the law devolves upon the President a duty, and such duty appertains to the functions of one of the departments, the regulation or order of the head of the Department is deemed to be the act of the President in the execution of such duty. (Wilson *v.* Jackson, 13 Pet., 513; U. S. *v.* Eliason, 16 Pet., 302; The Confiscation Cases, 20 Wall., 109; McElrath *v.* U. S., 102 U. S., 436.)

Sec. 4. Assistant Postmasters-General.—There shall be in the Post-Office Department three assistant postmasters-general, who shall be appointed by the President, by and with the advice and consent of the Senate, and who may be removed in the same manner, and who shall be entitled to a salary of $4,000 a year each. (R. S., § 389.)

A Fourth Assistant Postmaster-General is authorized by the following provision of law: "For Fourth Assistant Postmaster-General, four thousand dollars." (Act of March 3, 1891.)

Sec. 5. Assistant Attorney-General.—There shall be employed in the Post-Office Department one Assistant Attorney-General, who shall be appointed by the Postmaster-General, and shall be entitled to a salary of $4,000 a year. (R. S., § 390.)

Sec. 6. Other Officers.—The other officers of the Post-Office Department, as authorized by the latest appropriations, are the following:

Chief clerk of the Post-Office Department.
Private secretary and stenographer to the Postmaster-General.
Appointment clerk.
Law clerk.
Chief Clerk to the First Assistant Postmaster-General.
Superintendent of Free Delivery.
Assistant Superintendent of Free Delivery.
Chief of Salary and Allowance Division.

Superintendent of Division of Post-office Supplies.
Superintendent of the Money-order System.
Chief Clerk of the Money-order System.
Superintendent of the Dead-letter Office.
Chief Clerk of the Dead-Letter Office.
Chief Clerk to the Second Assistant Postmaster-General.
Chief of the Division of Inspection.
Superintendent of Railway Adjustment.
General Superintendent of Railway Mail Service.
Assistant General Superintendent of Railway Mail Service.
Chief Clerk, Office of General Superintendent of Railway Mail Service.
Superintendent of Foreign Mails.
Chief Clerk in the Office of Foreign Mails.
Chief Clerk to the Third Assistant Postmaster-General.
Chief of Division of Postage Stamps.
Chief of Finance Division.
Chief Clerk to the Fourth Assistant Postmaster-General.
Chief of the Division of Appointments.
Chief of the Bond Division.
Chief Post-Office Inspector.
Chief Clerk of Office of Mail Depredations.
Topographer.
Disbursing Clerk and Superintendent of Building.

ORGANIZATION OF THE DEPARTMENT.

Sec. 7. The statutes direct the Postmaster-General, in terms, to perform the functions necessary to the postal service, leaving the organization of the Department and the assignment of the parts and duties of its several officers to be fixed by regulations and orders.

That the business of the Department may be properly transacted and conveniently arranged and prepared for the final action of the Postmaster-General when necessary, it is distributed among its several officers as follows:

I. THE OFFICE OF THE POSTMASTER-GENERAL.

The Postmaster-General assigns to his office:

(1) The superintendence and government of the Department; its miscellaneous correspondence not specially connected with other offices; the appointment of Department clerks and employés, their payment, and the granting of leaves of absence; the keeping of the journals and order books and the recording of all orders relating to the Department and the postal service made in the name and by the authority of the Postmaster-General; control of the advertising; the execution of all contracts, except for mail transportation, and the management of all departmental business not otherwise specially assigned.

(2) The general direction of the postal service in all its branches; control of its discipline and inspection; general government of its finances and disbursement of appropriations; the submission of cases to the President relating to appointments to be made by him; the appointment and removal of officers and clerks of the Railway Mail Service; the provision and supply of post-route maps; the consideration of claims of postmasters for credit or reimbursement for losses by fire, burglary, or other unavoidable casualty; the publication and distribution of the Official Guide; the determination of questions and appeals, and the making of regulations.

(3) The performance of all special duties enjoined by law upon the Postmaster-General, including the fixing of rates, annually, for the transmission of Government telegrams; approval of estimates and plans made by the Supervising Architect of the Treasury Department for public buildings; and the consideration of complaints of the misuse of the mails in furtherance of schemes to defraud the public.

Immediately attached to the office of the Postmaster-General, to assist in these duties, are the Chief Clerk of the Department, the Appointment Clerk, the Superintendent of the Department Buildings and Disbursing Clerk, the Assistant Attorney-General, and the Topographer.

THE CHIEF CLERK OF THE POST-OFFICE DEPARTMENT has, under the direction of the Postmaster-General, the general superintendence of the clerical force of the Department; the assignment of clerks to offices and divisions; the consideration of applications for leaves of absence by clerks and departmental employés; general care of requisitions upon the Treasury for and the expenditure of the appropriations for departmental service, including requisitions upon the Public Printer for printing and binding; supervision of the preparation of estimates for the departmental and postal service; the miscellaneous business correspondence of the Postmaster-General's office; general care of the keeping of the journals and order books; supervision of the advertising; preparation of contracts for the publication of the Official Guide, compilation of the matter therefor, censorship of the advertisements therein, and supervision of its publication and distribution; the consideration of applications for post-route maps and supervision generally of their issue and sale; furnishing information for settlement of Government telegraph accounts; the charge of bringing to the Postmaster-General's attention such duties as are to be performed by him at stated times; and such other duties as may be, from time to time, required by the Postmaster-General.

THE APPOINTMENT CLERK is charged with the duty of keeping a roster of all department officers, clerks, and employés, including those at the postal agencies, all inspectors, and the Superintendent and assistant superintendents of the Railway Mail Service, appointed by the Postmaster-General; all papers, applications, recommendations, and

files relating thereto; the preparation of all orders for appointment, removal, or acceptance of resignations; and all communications by the Postmaster-General to the officers of the Department and to the Civil Service Commission relating thereto, and of bringing to the attention of the Postmaster-General notices of all vacancies. All papers relating to such appointments and promotions are to be filed in his office.

THE SUPERINTENDENT OF DEPARMENTAL BUILDINGS AND DISBURSING CLERK is charged with the care of the Department and other buildings rented for use in connection with it, and of the furniture and public property within them and appertaining to their use, including repairs and purchase of new furniture; with the provision of supplies for fuel, light, and other necessaries; with the direction of the force of laborers and charwomen, and general assignment of the watchmen to their posts, and superintendence of that force, through the captain of the watch; with the preparation of the annual contracts for supplies to the Department buildings; with the making of the pay rolls and the payment of salaries to all departmental officers, clerks, and employés; and with the making of all expenditures for rent of Department buildings, for contingent expenses, for the Topographer, for the publication of the Official Guide, and for postages on the Department's foreign correspondence; also with the sale of waste paper and unserviceable property; the keeping of accounts of expenditures, and such other duties as may, from time to time, be required of him by the Postmaster-General.

THE ASSISTANT ATTORNEY-GENERAL is charged with the duty of giving opinions to the Postmaster-General or the heads of the several offices of the Department upon questions of law arising upon the construction of the postal laws and regulations, or otherwise in the course of business in the postal service; with the consideration and submission (with advice) to the Postmaster-General of all claims of postmasters for losses by fire, burglary, or other unavoidable casualty; and of all certifications by the Sixth Auditor of cases of proposed compromise of liabilities to the United States, and of the remission of fines, penalties, and forfeitures under the statutes; the keeping and preparation of all correspondence with the Department of Justice relating to prosecutions and suits affecting or arising out of the postal service; and with the consideration of applications for pardon for crimes committed against the postal laws, which may be referred to this Department; with the preparation and submission (with advice) to the Postmaster-General of all appeals to him from the heads of the offices of the Department depending upon questions of law; with the hearing and preparation of cases relating to lotteries and the misuse of the mails in furtherance of schemes to defraud the public; with the examining and, when necessary, drafting all contracts of the Department; and with such other like duties as may, from time to time, be required by the Postmaster-General.

THE LAW CLERK is assigned to the office of the Assistant Attorney-General for the performance of such functions as he may direct.

THE TOPOGRAPHER is charged with the superintendence of his office, and the draftsmen, clerks, and employés assigned thereto; with the preparation and revision of the post-route maps, the superintendence of their printing, their issue, distribution, and sale, according to orders and regulations; the preparation of specifications, advertisements, and contracts for their manufacture; the general care of the stones and property in the hands of the contractors, and other property of the Government relating to this business, and the performance of such other duties as may, from time to time, be required by the Postmaster-General.

II. THE OFFICE OF THE FIRST ASSISTANT POSTMASTER-GENERAL.

To this office is assigned the general care of post-offices and postmasters and their instruction; the adjustment of salaries of Presidential postmasters, and the consideration of allowances for clerk-hire, rent, fuel, light, furniture, and miscellaneous expenditures; the duty of supplying postmasters with blanks, canceling ink, marking and rating stamps and inking pads, twine, wrapping paper, and facing slips, letter-balances and scales, and the supply of twine and facing slips to the Railway Mail Service; and supplying stationery, ink, and blanks for the Department; of the establishment of the Free-Delivery Service in connection with post-offices; preparing cases for the appointment of letter-carriers; miscellaneous allowances for this service, and the general superintendence of the Free-Delivery System; and of conducting the correspondence of the Department with postmasters and the public not assigned to other offices, and giving general information concerning the postal service, its laws, and regulations. This office also has general supervision of the Money-Order Office and the Dead-Letter Office, which are branches of it.

For the performance of these duties the clerical force of this office is organized in six divisions, to which duties are distributed respectively, as follows:

The Division of Salaries and Allowances, under the superintendence of a chief of division, prepares the computations for annual adjustment of the salaries of Presidential postmasters, examines the quarterly returns of postmasters of the first and second classes before being finally passed by the Sixth Auditor, considers all applications, and prepares cases for allowances of clerk-hire, rent, fuel, light, furniture, miscellaneous and incidental expenditures at post-offices, keeps supervision and prepares orders for regulation of box-rents rates, and deposits for keys of lock-boxes in post-offices, and prepares the correspondence incident to the transaction of the duties of the division.

The Division of Post-Office Supplies, under the management of a superintendent of division, is charged with the duty of ordering and receiving from contractors, and of carefully inspecting on their receipt, and, under direction of the First Assistant or Postmaster-General, of

purchasing in the open market, when the exigency of the service so requires, the articles, except blanks, required to be furnished to post-offices and for the use of the Department, including twine and facing slips for the Railway Mail Service; of preparing requisitions on the Public Printer for, and receiving and inspecting on receipt, all blanks required in the postal service and the Department; of carefully examining all requisitions of postmasters and departmental officers for supplies, and making proper allowances thereupon, and of issuing, packing, and transmitting the same; of keeping accurate books of account with the several contractors, postmasters, and others, and of all expenditures under appropriations; of preparing specifications and advertisements for contracts for supplies; and, when contracts have been ordered by the Postmaster-General, of preparing the same for execution.

The Free-Delivery Division, under the management of the Superintendent of Free Delivery, is charged with the general supervision, under the direction of the First Assistant Postmaster-General, of the Free-Delivery Service at the various post-offices where it is established, and the appointment and promotion of letter-carriers, upon the nomination and report of postmasters; with the consideration of allowances for carrier-delivery furniture, boxes, wagon service, other equipments, and incidental expenses of that service; with the consideration and preparation of regulations for the government of the service and the improvement of its methods; with the preparation of cases for submission to the Postmaster-General for the establishment of new service at offices or the extension of existing service; and with the conduct of correspondence relating to the business of this division; but no contract or undertaking whatever involving any outlay or any increase of expenditure can be made in any manner, except upon express written order of the Postmaster-General or the First Assistant.

The Division of Correspondence, superintended by a clerk of the fourth class, prepares for signature by the First Assistant Postmaster-General letters to postmasters and other persons, in answer to inquiries relating to the service, the performance of official duties, and other points of general information, correspondence in relation to which is not assigned to other offices.

No authority to make orders or contracts, or in any way to impose an obligation, pecuniary or otherwise, on the Department or the United States, is delegated to any officer or clerk in the office of the First Assistant Postmaster-General, except to that officer as herein provided.

The First Assistant Postmaster-General is authorized to direct the entry of orders in the journals for the appointment of letter-carriers, and for the adjustment of the salaries of Presidential postmasters; to approve, in the name of the Postmaster-General, pursuant to the statutes, the bonds of all postmasters; to grant leaves of absence to post-

masters; to fix the allowances to postmasters, and regulate the issue of supplies to the Department, post-offices, and the Railway Mail Service; to fix the allowances for the Free-Delivery Service, and to sign all correspondence on the part of the Department incident to the duties of his office, subject in all cases to the review or special direction of the Postmaster-General.

The Office of the Superintendent of the Money-Order System.—To this office is assigned the general supervision and control of the Postal Money-Order System, including the domestic money order business and the postal-note business, and the superintendence of the international money-order correspondence with foreign countries, as well as the preparation of postal conventions for the exchange of money orders therewith, and the conduct of correspondence relating to these subjects. The clerical force of the office is organized as follows:

The Examining Division receives in the first instance the money-order weekly statements of postmasters, and subjects the same to critical examination that it may be ascertained whether they are in proper form, and whether the postmaster has promptly deposited, in accordance with regulation, the surplus money-order funds received by him.

The Blank Division is charged with ordering from contractors supplies of blanks and blank books for the money-order business; of caring for the same, and of filling requisitions therefor from postmasters.

The Duplicate Division disposes of applications for the issue of duplicate money orders and postal notes, and all such duplicates are prepared therein, and, after being signed by the Superintendent, are transmitted to postmasters.

The Division of Domestic Correspondence prepares replies to inquiries from postmasters and the public in cases involving construction of the postal laws and regulations relating to the money-order business, and relating also to disputes between postmasters and the public as to the payment of money orders or postal notes; and to it is assigned the preparation of the annual list of post-offices to be established as money-order and postal-note offices.

The Division of Drafts, Credits, and Transfers prepares for transmittal to postmasters, upon their application, blank drafts to supply them with funds for the payment of money orders and letters of credit upon the postmaster at New York for the same purpose, and keeps a record thereof; it also records all transfers made for a similar purpose by the postmasters from their postal funds to their money-order funds.

The International Division conducts correspondence between postmasters and this office, and between this office and foreign post-office departments, relating to international money orders; it also issues duplicates of and authorizes repayment of international money orders.

The Postal Note Agency acts as an intermediary between the Post-Office Department and the contractors for inspection and furnishing supplies of blank postal notes; has custody of the stock of distinctive

postal-note paper, receives from the contractors books of postal notes, and transmits the same to postmasters; and, in general, serves as the representative of the Postmaster-General at the place of business of the contractors.

The Chief Clerk of the Money-Order System reviews all correspondence and papers prepared in this office; distributes the duties of the clerks therein according to law; supervises, under the direction of his immemediate superior, the duties of the other clerks therein, and performs such other duties as may be required by the Superintendent.

The Dead-Letter Office.—This office, under direction of the Superintendent thereof, is charged with the treatment of all unmailable and undelivered mail matter which is sent to it for disposal; the enforcement of the prompt sending of such matter according to regulations; the duty of noting and correcting errors of postmasters connected with the delivery or withholding of mail matter; the investigation by correspondence of complaints made with reference thereto; the verification and allowance of claims for credit by postmasters for postage-due stamps affixed to undelivered matter; the examination and forwarding or return of all letters which have failed of delivery; inspection and return to country of origin of undelivered foreign matter; recording and restoration to owners of letters and parcels which contain valuable inclosures; care and disposal of all money, negotiable paper, and other valuable articles found in undelivered matter, and correspondence, both foreign and domestic, relating to these subjects.

Its clerical force is distributed into six divisions, with duties assigned as follows:

The Opening Division, in charge of a principal clerk, receives all returns of unclaimed matter, keeps count of the same, verifies the returns from and keeps account of unpaid postage with free-delivery post-offices; records date and character of returns from other offices; notes and reports errors of treatment on the part of postmasters; assorts and delivers to the proper divisions all foreign and third and fourth class matter and such as requires special disposal; opens all unclaimed letters and distributes them to the appropriate divisions for final treatment according to the character of their contents. It also receives, records, and distributes all registered matter reaching the office.

The Unmailable and Property Division, under the supervision of a principal clerk, receives and verifies all returns of unmailable, hotel, and fictitious letters and parcels of third and fourth class matter; corrects and forwards misdirected and illegibly-addressed letters; opens all such letters which can not be otherwise treated; records the address, contents, and disposal of parcels of the third and fourth class and first class matter containing articles of merchandise; restores to owner such matter, as far as practicable; keeps, classifies, and prepares for sale such articles as are eventually unclaimed.

The Money Division, under the direction of a principal clerk, deals with all letters and parcels found to contain money and negotiable paper, properly records and returns them to postmasters for delivery to owner, the receipt for the same being preserved; files, subject to reclamation, such letters as can not be delivered, after separating the money contents, an account of which is kept and the money delivered to the proper office of the Department for deposit in the Treasury; receives and accounts likewise for money realized from the auction sale of undelivered articles.

The Minor Division, in charge of a principal clerk, is employed in recording and treating all letters which contain inclosures of minor value, not of a negotiable character, including letters which contain photographs and postage stamps, and the return of unmailable, hotel, and fictitious letters without inclosures.

The Returning Division, under the supervision of a principal clerk, receives from the Opening Division all ordinary letters without inclosures of value, counts and examines them, and returns such as can be returned to the writers, taking note of the number received, returned, transferred to other divisions, or destroyed.

The Foreign Division, directed by a principal clerk, receives, examines, and returns unopened to the respective countries all registered and ordinary mail matter of foreign origin; keeps a record of all registered articles and parcels of obvious value; corrects and forwards misdirected foreign letters; verifies and keeps account of mail matter of domestic origin returned as undeliverable by foreign countries, and makes such translations as may be necessary.

The Chief Clerk to the First Assistant Postmaster-General may sign all circulars and routine correspondence of the office.

III. The Office of the Second Assistant Postmaster-General.

To this office is assigned generally the care of the transportation of the domestic mail, embracing the employment of railroads as mail carriers; direction of weighing the mails and the adjustment of their compensation; the consideration of applications for and establishment of all steamboat, star route, and mail-messenger and special service or changes thereof; the determination of the frequency of trips, schedules of arrivals and departures, the modes of conveyance, the points of mail distribution and the course of mails between the different sections of the country; the preparation of advertisements and notices required of mail lettings; the reception of proposals therefor; the preparation of orders of award thereon by the Postmaster-General, and the execution of contracts accordingly; the preparation of advertisements for proposals to supply the necessary mail pouches and sacks, mail locks and keys, and mail catchers for the service; the receipt of proposals and preparation for execution of contracts therefor when awarded; the receipt and issue of such mail equipment for the use of the service; the receipt of monthly

registers kept by postmasters of arrivals and departures in which are reported the performance of mail service; the inspection of such performance; the preparation of orders to be signed by the Postmaster-General imposing fines or deductions for failures or delinquencies therein; the consideration of claims for mail transportation; the reporting to the Sixth Auditor, weekly, of all contracts executed and orders made affecting the accounts for mail transportation; and, at the close of each quarter, by certificate of inspection, the fact of performance or nonperformance of mail service, noting therein such fines or deductions as may have been imposed; the authorizing of payment of all employés of the Railway Mail Service by postmasters, and credit therefor in their accounts; the preparation of statistical exhibits and the preparation of the reports required to be made annually to Congress of mail contracts, new service, curtailments, etc., required by law (see section 71), and the correspondence incident to these various duties.

This office likewise has general supervision of the foreign mail service.

In the performance of these duties, the clerical force of this office is organized in six divisions, to which duties are distributed, respectively, as follows:

The Contract Division, under the immediate supervision of the chief clerk of the Second Assistant Postmaster-General, prepares all advertisements inviting proposals for star and steamboat service; indorses and records the proposals received; prepares orders for the award of contracts, and cases for the establishment of new service, change of existing service or of frequency of trips, or fixing schedules of departure and arrival, keeps the records and files pertaining to the same, and prepares orders for the journal of the Postmaster-General in which are entered all orders affecting the service and pay, and prepares the statistics and reports of mail service required by law, and prepares for signature all correspondence relating to the duties thus assigned.

The Division of Inspection, under superintendence of a chief of division, is charged with the examination of monthly and special reports of postmasters as to the performance of service by contractors; the preparation of cases and orders for deductions for nonperformance of service, and for the imposition of fines for delinquencies of contractors and carriers, of authorization for the payment of railway postal clerks, of certifications to the Sixth Auditor of service, and the correspondence relative to the nonperformance of contract requirements for carrying the mail.

The Railway Adjustment Division, under the supervision of a superintendent of railway adjustment, prepares the cases for the authorization of new railway mail service, of changes in existing service, or of railway postal-car service for which payment is allowed by law, and fixing the rate of pay for the same, prepares all advertisements inviting proposals for mail-messenger service, considers proposals received in re-

sponse thereto, prepares orders relating to mail-messenger service; prepares orders and instructions for the weighing of the mails; receives and examines the returns and computes the basis of pay therefrom; prepares cases for the adjustment of allowances to railroads for carrying the mail and for postal cars, and all correspondence pertaining to these several subjects.

The Mail Equipment Division, under the superintendence of a clerk of the fourth class as principal clerk, is charged with the preparation of advertisements inviting proposals for the furnishing of mail bags, mail locks and keys, label cases, mail-bag cord-fasteners, and mail-bag catchers; the receipt of proposals and the preparation of contracts on award therefor; the inspection of all such articles of equipment, except mail-bags and catchers, which are not delivered at the Department; the issuing of such articles upon approved requisitions for the use of the service; the keeping of records and accounts of receipts and issues, and of the number of each key issued; the examination of accounts relating to the purchase or repair of mail equipment, and the preparation of all correspondence incident to these duties.

The Office of the General Superintendent of Railway Mail Service has charge of the Railway Mail Service and the postal clerks in the employment thereof; prepares for the consideration of the Postmaster-General all regulations for the government of this service, cases for the appointment and removal of postal clerks, their promotion or reduction, and for all officials in this service; conducts the correspondence and makes the orders relating to the moving of the mails on railroad trains; has charge of the direction, distribution, and separation of mail matter in the principal post-offices and upon railway post-offices; makes appointment of weighers and conducts the weighing of mails at the quadrennial weighings or when specially ordered; prepares and issues the official daily bulletin, showing changes in the post-offices, postmasters, routes, and other matters affecting the carrying and distribution of the mails from day to day, and generally has supervision over the discipline of the officials and postal clerks, and the performance of their duties.

The clerical force of this office consists entirely of postal clerks assigned to duty there. Eleven division superintendents are appointed and stationed for the government of the Railway Mail Service in the several districts in which the country is divided, respectively, as follows:

First division, comprising the New England States: Headquarters, Boston, Mass.

Second division, comprising New York, New Jersey, Pennsylvania, Delaware, the Eastern Shore of Maryland, Accomac and Northampton counties, Va.: Headquarters, New York, N. Y.

Third division, comprising Maryland (excluding the Eastern Shore), Virginia, (excepting Accomac and Northampton counties), West Virginia, North Carolina, and the District of Columbia: Headquarters, Washington, D. C.

Fourth division, comprising South Carolina, Georgia, Florida, Alabama, Mississippi, and Louisiana east of the Mississippi River: Headquarters, Atlanta, Ga.

Fifth division, comprising Ohio, Indiana, Kentucky, and Tennessee: Headquarters, Cincinnati, Ohio.

Sixth division, comprising Illinois, Iowa, Nebraska, and Wyoming: Headquarters, Chicago, Ill.

Seventh division, comprising Missouri, Kansas, Colorado, and New Mexico: Headquarters, St. Louis, Mo.

Eighth division, comprising California, Nevada, Oregon, Alaska, Arizona, Idaho, Utah, and Washington: Headquarters, San Francisco, Cal.

Ninth division, comprising the through mails via Buffalo, Suspension Bridge, Toledo, and Detroit; the lines of the Lake Shore and Michigan Southern Railroad and the Lower Peninsula of Michigan: Headquarters, Cleveland, Ohio.

Tenth division, comprising Wisconsin, Northern Peninsula of Michigan, Minnesota, Dakota, and Montana: Headquarters, St. Paul, Minn.

Eleventh division, comprising Arkansas, Indian Territory, Texas, and Louisiana, west of the Mississippi River: Headquarters, Fort Worth, Tex.

Office of the Superintendent of Foreign Mails.—This office has the supervision of all details connected with the exchange of mails with foreign countries, including arrangements for the ocean transportation of all mails from the United States, and the preparation of postal treaties and conventions, except those relating to international money orders; the preparation of special instructions to postmasters at the United States exchange post-offices in regard thereto; preliminary consideration and preparation of cases arising on questions touching foreign mail matter and for the remission of erroneous or excessive postage charges on matter for or from foreign countries; and the adjustment of the rates to be paid by foreign countries for transportation through the United States of their mails for other countries. Also the general correspondence with foreign countries, except that relating to the money-order system, and that conducted by the office of the Fourth Assistant Postmaster-General, division of mail depredations and post-office inspectors; the translation of letters and documents in foreign languages received by the Department; consideration of inquiries relating to our international postal service and the charges for United States customs duties made on articles received in the mails, whether from foreign postal officials or from private citizens at home or abroad; application for the return to senders, or change of address, of articles contained in the mails exchanged with foreign countries; the use of alleged fraudulent postage stamps on articles for or from foreign countries; preparation of the blank forms for use in exchange of mails and their issue to postmasters on their requisition; preparation of monthly schedule of the sailings of mail steamers; the examination of the accounts of each vessel or line carrying mails from the United States, and preparation of recognitions by the Postmaster-General for payment of sums due for such service, and performance of such other duties as are from time to time required by the Postmaster General.

IV. The Office of the Third Assistant Postmaster-General.

To this office is assigned the general care of the collection of the revenues of the postal service and of its financial operations, involving the collection and deposit of postal revenue from all sources; the preparation of correspondence and instructions relating thereto; the receiving and recording of certificates of postal deposits; the keeping of accounts of postal receipts, and of payments from the Treasury and the several subtreasuries and depositories; the transfer of postal moneys from one depository to another; the drawing of warrants for the payment of indebtedness of the Department, and for covering into the Treasury moneys derived from the service; the enforcement of the prompt rendition of returns and accounts by postmasters and others, and the general examination of such accounts and the preparation of orders by the Postmaster-General for the correction of false returns and the adjustment of compensation. Also supervision of the collections and returns of newspaper and periodical postage, of the admission to the mails of newspapers and periodicals, the consideration of questions relating to classification of mail matter, and the rates of postage, and the conduct of correspondence relating thereto, and of receiving and authorizing credits for redeemed, damaged, and unsalable supplies returned by postmasters. Also the care of the manufacture of adhesive stamps, postal cards, stamped envelopes, and newspaper wrappers; of official and penalty envelopes, registered-package envelopes, and other supplies of the kind for the postal service and its officers; providing postmasters with supplies of the same, and supervising their use and sale thereof; keeping accounts of such supplies, the settlement of the bills of contractors furnishing them, and the control of the Government agencies for their inspection and issue. Also the supervision and management of the registry system in all its parts, both foreign and domestic, the collection and recording of statistics relating thereto, the preparation of instructions to postmasters and other officers, and of all correspondence relating to the subject. Also the supervision and direction of the Special Delivery System, the preparation of instructions to postmasters, the direction of investigation of complaints, and the preparation of all correspondence, and the receiving and recording of statistics relating thereto.

Provided, That all correspondence with foreign offices relating to the foreign registry system shall be conducted through the office of the Superintendent of Foreign Mails. But all changes from existing methods of dispatching foreign registered mails shall be promptly reported to the Third Assistant Postmaster-General.

The chief clerk, under the direction of the Third Assistant Postmaster-General, has supervision of the performance of the work of the office by its clerks and employés, and especial care of the business of the Special Delivery System, and otherwise assists the Third Assistant Postmaster-General as directed by him.

The clerical force of this office is organized into four divisions, and its duties distributed to them as follows:

The Division of Finance, under the superintendence of a chief of division, receives and makes prompt deposit, or other proper disposal of all moneys coming directly to the Department; attends to the collection of all checks, drafts, and bills of exchange covering amounts due to the Department, and sees to the immediate deposit of the amounts realized; prepares, upon proper reports from the Sixth Auditor, all drafts and warrants for the payment of such postal indebtedness as is not settled through the instrumentality of postmasters, after making all necessary calculations and a thorough examination of accounts, contracts, and other papers to see that the warrants and drafts thus drawn are in all respects correct; prepares all warrants for covering postal moneys into the Treasury; keeps proper records of all such drafts and warrants, as well as accounts with the Treasury and the several subtreasuries and designated depositories; keeps accounts of expenditures under the several heads of postal appropriations; attends to the prompt collection and deposit of the postal revenues, from whatever source derived, and prepares all necessary instructions and correspondence relating thereto; receives and records certificates of postal deposits; looks after the prompt rendition of returns relative to accounts; attends to the correction of irregularities and false returns of business by postmasters; makes up cases for special investigations concerning such false returns, and other delinquencies affecting the postal revenue; analyzes reports of post-office inspectors in all such matters, and prepares all papers that may be necessary in any of such cases for the special attention or action of the Postmaster-General. This division also attends to any other business that may be assigned to it by direction of either the Postmaster-General or the Third Assistant Postmaster-General.

The Division of Postage Stamps, Stamped Envelopes, and Postal Cards, under the superintendence of a chief of division, receives all requisitions from postmasters for supplies of postage stamps, special-delivery stamps, stamped envelopes, postal cards, and registered package and other official envelopes; examines such requisitions and regulates the amount and kind of supplies to be sent; prepares orders on the contractors for furnishing the various articles of supply; keeps accounts of all such supplies sent; enforces prompt return of receipts for same; causes investigation to be made in all cases involving the loss, miscarriage, or detention of supplies; examines, adjusts, and verifies prior to their payment all bills of the contractors for furnishing stamped paper and official envelopes; looks after the management of the Government agencies at the several places of manufacture, including the operations of the manufactories; sees that work under the several contracts for stamped paper and official envelopes is properly performed, and that the obligations of the contractors are faithfully adhered to; prepares

instructions to postmasters as to the manner of obtaining and disposing of supplies; sees to the proper collection of newspaper and periodical postage and keeps record of the same; examines and adjusts returns of such postage, including a count and destruction of newspaper and periodical stamps attached to returned receipt books; receives, destroys, and reports proper credits for redeemed, damaged, and unsalable stamped paper returned by postmasters to the Department; and makes estimates in cases of postmasters' claims for losses incurred by fire, burglary, or other unavoidable casualty, under the act of Congress of May 9, 1888. It also attends to any other work that may be regularly assigned to it.

The Division of Registration, under the superintendence of a principal clerk, prepares correspondence relating to the registry system; instructs postmasters and gives information relative thereto; corrects irregularities, keeps records of statistics of the registry business of all post-offices; makes provision for the establishment and control of all through exchanges of registered mails, and has a general oversight of things affecting the interests of the registry system.

The Division of Files, Records, and Mails, under the superintendence of a principal clerk, receives and opens all mails coming into the office, distributes them among the several divisions, under the direction of the chief clerk; copies and mails all letters and packages sent from the office, and keeps systematic files and indexes of correspondence.

Besides the divisions above named, the three Government agencies mentioned in section forty-one established at the places where postage stamps, stamped envelopes, and postal cards are made, the business of which is to superintend the manufacture and issue of the several kinds of stamped paper and official envelopes, and to see that the contracts for furnishing these supplies are in all respects faithfully carried out, though governed by general instructions given by the Postmaster-General, come within the jurisdiction of the office of the Third Assistant Postmaster-General, and are subject to its control and direction.

V. Office of Fourth Assistant Postmaster-General.

To this office is assigned the duty of preparing all cases for the establishment, discontinuance, and change of name or site of post-offices, and for the appointment of all postmasters, together with the safe-keeping of all papers and files and the conduct of correspondence incident thereto; the notifying appointees and directing their qualification, instruction, and taking possession of their office; of recording their appointment, examining and keeping their bonds, preparing and issuing their commissions; of conducting the correspondence of the Department with postmasters and the public, not assigned to other offices. This office is charged also with the supervision of the Division of Post-Office Inspectors and Mail Depredations, the government and assignment to duty of all inspectors employed in the postal service, and general

supervision of the business of that force, and in general to supervise all of the work in this division as more minutely set forth in the duties of Chief of Post-Office Inspectors.

The Division of Appointments, under the superintendence of a chief of division, has the custody of all papers and files, and prepares all cases for the establishment, discontinuance, change of name or site of post-offices, and appointment of postmasters, and prepares such correspondence relating thereto as may be required. It is the duty of each of the section clerks to properly indorse, file, and brief for consideration all papers relating to any office within the section of national territory assigned to him, and promptly bring to the notice of the Fourth Assistant Postmaster-General, through the division chief, any information of deaths, resignations, or other changes, or of other facts apparently requiring attention in relation to such offices.

The Bond Division, under the superintendence of a chief of division, is required to record, in proper form and books, the appointment of all postmasters and the establishment, discontinuance, and change of name and site of post-offices; to prepare and transmit letters of appointment and instructions with blank bonds and oaths for execution by newly appointed postmasters; to carefully examine the oaths and bonds when returned, and if found correct to submit the bonds to the Postmaster-General or the First Assistant for approval; after approval to record the names of the sureties; to file in proper order approved oaths and bonds; to prepare postmasters' commissions for signature and sealing, and when complete transmit the same to the appointees; to keep correct statistics of all transactions of the division, and to prepare and cause to be transmitted to the Sixth Auditor reports of transactions and changes required by law and regulation to be made to him, and also to make a daily report to the stamp division of the Third Assistant's office of all changes in post-offices and postmasters.

The Division of Post-Office Inspectors and Mail Depredations, under direction of the chief post-office inspector and the supervision of a chief clerk of division, is charged with the government and assignment to duty of all the inspectors employed in the postal service, and the supervision of the business of that force; with the preparation and issue of all cases for investigation, and with all matters relating to depredations upon the mails and losses therein, including complaints and inquiries relating to mail matter passing between the United States and foreign countries and across the territory of the United States from one foreign country to another, and the correspondence, foreign and domestic, connected with the same. This correspondence shall include the treatment of all inquiries addressed to the United States Post-Office Department by foreign postal administrations, or by persons interested, or reported by postal officials and others under section 668, concerning losses and irregularities in the domestic and international mails, and the prosecution of all inquiries for the purpose of determining whether articles

of mail matter have been delivered or not, and also all cases where some form of return receipt is required which has not been received. This division is also charged with the keeping of the records and preparing statistics of the inspective force; with the examination for allowance of the accounts of inspectors (not including assistant superintendents Railway Mail Service holding commissions as post-office inspectors) and the keeping of the Department accounts of expenditures in this service; with the safe custody of money and property collected or received by inspectors, and the preparation of cases for submission to the Postmaster-General for orders for the restoration thereof to the proper parties or owners; and with the performance of such other duties as may, from time to time, be required by the Postmaster-General.

VI. The Sixth Auditor's Office.

To this office, which is a Bureau of the Treasury relating to and located in the Post-Office Department, is assigned the keeping and settlement of the accounts of the postal service. A more particular statement of its duties and of their distribution to different divisions is given in section 215.

Sec. 8. Voluntary Service Forbidden.—Hereafter no Department or officer of the United States shall accept voluntary service for the Government or employ personal service in excess of that authorized by law, except in cases of sudden emergency involving the loss of human life or the destruction of property. (Act of May 1, 1884, 23 Stats., 17.)

Sec. 9. Classification of Clerks.—The clerks in the Department shall be arranged in four classes, distinguished as the first, second, third, and fourth classes. (R. S., § 163.) From time to time * * * the Postmaster-General * * * shall, on the direction of the President, and for facilitating the execution of this act, respectively, revise any then-existing classification or arrangement of those in their respective Departments and offices, and shall, for the purposes of the examination herein provided for, include in one or more of such classes, so far as practicable, subordinate places, clerks, and officers in the public service pertaining to their respective Departments not before classified for examination. (Act of January 16, 1883, 22 Stats., 406.)

Under the latter act the clerical departmental service of the Post-Office Department is classified as follows:

Class A: All persons receiving an annual salary of less than $720, or a compensation at the rate of less than $720 per annum.

Class B: All persons receiving an annual salary of $720 or more, or a compensation at the rate of $720 or more, but less than $840 per annum.

Class C: All persons receiving an annual salary of $840 or more, or

a compensation at the rate of $840 or more, but less than $900 per annum.

Class D: All persons receiving an annual salary of $900 or more, or a compensation at the rate of $900 or more, but less than $1,000 per annum.

Class E: All persons receiving an annual salary of $1,000 or more, or a compensation at the rate of $1,000 or more, but less than $1,200 per annum.

Class 1: All persons receiving an annual salary of $1,200 or more, or a compensation at the rate of $1,200 or more, but less than $1,400 per annum.

Class 2: All persons receiving an annual salary of $1,400 or more, or a compensation at the rate of $1,400 or more, but less than $1,600 per annum.

Class 3: All persons receiving an annual salary of $1,600 or more, or a compensation at the rate of $1,600 or more, but less than $1,800 per annum.

Class 4: All persons receiving an annual salary of $1,800 or more, or a compensation at the rate of $1,800 or more, but less than $2,000 per annum.

Class 5: All persons receiving an annual salary of $2,000 or more, or a compensation at the rate of $2,000 or more per annum.

No person who may be appointed to an office by and with the advice and consent of the Senate, and no person who may be employed merely as a messenger, laborer, workman, or watchman (not including any person designated as a skilled laborer or workman), shall be considered as within this classification, and no person so employed shall, without examination under the civil-service rules, be assigned to clerical duty.

Sec. 10. Bond of Chief of Finance Division.—The chief of the finance division "shall give bond in such amount as the Postmaster-General may determine for the faithful discharge of his duties." (Act of March 3, 1887, 24 Stats., 628; act of July 31, 1886, 24 Stats., 206.)

The amount of the bond so required is fixed at $10,000.

Sec. 11. Salaries.—The several grades and annual salaries of clerks and others employed in the Post-Office Department are as follows: Class E, $720; Class D, $900; Class C, $1,000; first-class, $1,200; second-class, $1,400; third-class, $1,600; fourth-class, $1,800; messengers, $840; assistant messengers, $720; watchmen, $720; laborers, $660; pages, $360.

Sec. 12. Distribution of Clerks.—Each head of a Department may from time to time alter the distribution among the various Bureaus and offices of his Department, of the clerks allowed by law, as he may find it necessary and proper to do. (R. S., Sec. 166.)

Sec. 13. Appointment of Clerks.—That after the expiration of six months from the passage of this act no officer or clerk shall be appointed, and no person shall be employed to enter or be promoted in either of the

said classes now existing, or that may be arranged hereunder pursuant to said rules, until he has passed an examination, or is shown to be specially exempted from such examination in conformity herewith. But nothing herein contained shall be construed to take from those honorably discharged from the military or naval service any preference conferred by the seventeen hundred and fifty-fourth section of the Revised Statutes, nor to take from the President any authority not inconsistent with this act conferred by the seventeen hundred and fifty-third section of said statutes; nor shall any officer not in the executive branch of the Government, or any person merely employed as a laborer or workman, be required to be classified hereunder; nor, unless by the direction of the Senate, shall any person who has been nominated for confirmation by the Senate be required to be classified or to pass an examination. (Act of January 16, 1883, Sec. 7, 22 Stats., 406.)

Sec. 14. The Merit Promotion System.—There is established in the Post-Office Department a board of promotion to consist of the chief clerk of the Post-Office Department, the appointment clerk of the Post-Office Department, and four clerks of the fourth class—one from the office of each of the assistant postmasters-general—to which board shall be referred all questions of promotions in every clerical grade whatsoever. The four last-named members of the board shall be designated by the four assistant postmasters-general, respectively, and vacancies in these four places shall be filled in like manner, subject to the approval of the Postmaster-General.

In case of a vacancy occurring in any one of the grades of clerks the said board shall determine and report to the Postmaster-General the name of the person who, according to the standard to be hereinafter prescribed, is best fitted, in their judgment, to fill the said vacancy by promotion, and such promotion shall be made irrespective of the influence of friends.

The decision of the said board shall be based upon their ratings of examinations to be held under their direction; and the form and mode of such examinations shall be determined by said board, subject to the approval of the Postmaster-Genral. The examinations shall be such as to show by their results whether, since appointment, the applicants have retrograded, or whether, by experience and application, they have become fitted for advancement, and they shall also take into account health, habits, industry, and adaptability to the work.

The examinations prescribed by this regulation shall in all cases be competitive, and opportunity to take the same shall be afforded to all applicants from the next lower grade in the same bureau or office, without special designation, and to all applicants from still lower grades in the same bureau or office, who may be specially designated by the head of the bureau or office in which the vacancy occurs.

The head of each bureau or office shall keep a record of each clerk, which record shall be kept in the mode prescribed by the Board of

Promotions, and approved by the Postmaster-General, and shall show markings upon attendance, ability, application, habits, and adaptability, and such other subjects as may be prescribed by the board. The Board of Promotions shall review these records at the close of each quarter, and shall then report to the Postmaster-General, whether in their judgment, based on said records, any reductions or promotions should be made.

Sec. 15. Transfers of Meritorious Clerks.—Vacancies in the classified service of the Post-Office Department at Washington, D. C., to which promotions from lower grades can not be made, shall, in all cases where there are eligible candidates therefrom, be filled by transfer from the Railway Mail Service or the classified post-offices within the limits of the regulations fixing the quota of each State. The Second Assistant Postmaster-General shall give notice of this regulation to the superintendent of each division of the Railway Mail Service, to be by him promulgated throughout his division, and cause proper records to be kept in each division, and on the first day of each quarter to report to the Postmaster-General the names of the persons in that service who deserve and desire transfer to the departmental service at Washington, with a detailed record of the person in each case. And the postmaster at every post-office having fifty or more officers and employés shall give similar notice to them and make like reports on the first day of each quarter to the Postmaster-General.

Vacancies in the sea post-office service shall be filled by transfer from the Railway Mail Service or classified post-offices, under the same regulations which are above applied to selections for vacancies in the departmental service.

The office records above mentioned shall embrace the following subjects: Regularity and promptness of attendance, ability, application and industry, habits, adaptability, health, and such others as may be approved by the Postmaster-General.

Sec. 16. Soldiers and Sailors Preferred.—Persons honorably discharged from the military and naval service by reason of disability resulting from wounds or sickness incurred in the line of duty, shall be preferred for appointments to civil offices: *Provided*, they are found to possess the business capacity satisfactory for the proper discharge of the duties of such offices. (R. S., § 1754.)

Sec. 17. Acting Officers.—In case of the death, resignation, absence, or sickness of the head of any Department, the first or sole assistant thereof shall, unless otherwise directed by the President, as provided by section one hundred and seventy-nine, perform the duties of such head until a successor is appointed, or such absence or sickness shall cease. (R. S., § 177.)

In case of the death, resignation, absence, or sickness of the chief of any Bureau, or of any officer thereof, whose appointment is not vested in the head of the Department, the assistant or deputy of such

chief or of such officer, or if there be none, then the chief clerk of such Bureau, shall, unless otherwise directed by the President, as provided by section one hundred and seventy-nine, perform the duties of such chief or of such officer until a successor is appointed or such absence or sickness shall cease. (R. S., § 178.)

No chief clerk, when acting as an Assistant Postmaster-General, is authorized to make appointments or direct the entry of orders for appointments, or to make or execute contracts.

EXECUTIVE REGULATION.

BY THE PRESIDENT OF THE UNITED STATES.

EXECUTIVE MANSION, *January 6, 1893.*

Pursuant to the authority conferred by section 179 of the Revised Statutes;

The Second Assistant Postmaster-General is authorized and directed to perform the duties of the Postmaster-General, whenever and so long as he and the First Assistant Postmaster-General shall both be absent or sick; and the Third Assistant Postmaster-General is authorized and directed to perform the duties of Postmaster-General whenever and so long as he and the First and Second Assistant Postmasters-General shall be absent or sick. And the Fourth Assistant Postmaster-General is authorized and directed to perform the duties of Postmaster-General whenever and so long as he and the First, Second, and Third Assistant Postmasters-General shall all be absent or sick.

BENJ. HARRISON.

By the President:
JOHN W. FOSTER,
Secretary of State.

POST-OFFICE INSPECTORS.

Sec. 18. Their Authorization.—The Postmaster-General may employ two special agents for the Pacific coast, and such number of other special agents as the good of the service and the safety of the mail may require. (R. S., from § 4017,) And section 4017 of the Revised Statutes is hereby so amended as to insert in lieu of the words "special agents" and the word "agents," wherever they occur in said section, the words "post-office inspectors." (Act of June 11, 1880, 21 Stats., § 177.)

Sec. 19. Department Officers may be.—The Postmaster-General may employ, when the service requires it, the Assistant Postmasters-General and superintendents in his Department as special agents, and he may allow them therefor not exceeding the amount expended by them as necessary traveling expenses while so employed. (R. S., § 4019.)

Sec. 20. Their Compensation.—Such agents shall be entitled to a salary at the rate of not more than one thousand six hundred dollars a year each, and shall each be allowed for traveling and incidental expenses, while actually employed in the service, a sum not exceeding five dollars a day. (R. S., second sentence § 4017.) *Provided*, That hereafter the per diem pay of all special agents appointed under section 4017, Revised Statutes, shall only be allowed for their actual and necessary expenses, not exceeding five dollars per diem when they are actually engaged in traveling on the business of the Department, except such, not

exceeding ten in number, as are appointed by the Postmaster-General to duty at such important points as he may designate, * * * who shall each receive a salary of two thousand five hundred dollars per annum and no more. (Act of June 17, 1878, 20 Stats., 140.) And post-office inspectors shall be allowed four dollars per day in lieu of the charges now permitted for personal expenses. (From appropriation act of July 5, 1884, 23 Stats., 156; repeated in act of March 3, 1885, 23 Stats., 385.) And hereafter the Superintendent of Railway Mail Service and the Chief of Post-Office Inspectors shall be paid their actual expenses while traveling on the business of the Department. (Act of March 1, 1881, 21 Stats., 374.)

And the number of post-office inspectors is hereby increased to twelve to be appointed by the Postmaster-General. (Act of March 3, 1891.)

All inspectors under the Chief of Post-Office Inspectors are originally appointed for a probationary term of six months, with a salary at the rate of $1,200 per year; and when appointed after such probation, with a salary at the rate of $1,600 per year, and are allowed for personal expenses $4 per day when they are actually engaged in traveling on the business of the Department. Personal expenses in the sense here intended include cost of food, lodging, sleeping-car fares, omnibus or hack fares, street-car fares, and other incidentals of a personal character. Expenditures for the inspector's conveyance where his commission is not operative, for transportation and maintenance of a prisoner while being taken to appear before a proper officer, for official telegrams, for advertising when required, and other such necessary items, will be limited to reasonable cost, and charges therefor must be accompanied by receipts or proper vouchers. Payment of salaries, per diem and expenditures, is made by warrant, upon monthly accounts to be submitted to the Chief of Post-Office Inspectors and allowed at the Department. Inspectors are not allowed remuneration by United States marshals for attendance at court in cases for the violation of the postal laws, but may be reimbursed for their actual expenses only, if such court is held at places other than their headquarters.

Sec. 21. Their Payment.—The Sixth Auditor shall charge to the appropriation for mail transportation the salary and per diem of the assistant superintendents of the Postal Railway Service; and to the appropriation for the Free-Delivery System the salary and per diem of the special agent detailed for that service; and the salary and per diem of the special agents employed in the Money-Order Service shall be paid out of the proceeds of that service. (R. S., part of § 4020.)

All post-office inspectors, when performing duty as such, are assigned to duty under and subject to the orders of the Chief Post-Office Inspector.

Sec. 22. Their Appointment.—All post-office inspectors, except the twelve in charge of divisions, are included in the classified civil service. Post-office inspectors are appointed by the Postmaster-General, subject to the provisions of the *civil service* act of January 16, 1883, but are

not appointed for service in any particular State or locality, and will be expected to perform duty wherever required.

Sec. 23. Bond Required.—Whenever a special agent is required to collect or disburse any public money, he shall, before entering upon such duty, give bond in such sum and form, and with such securities as the Postmaster-General may approve. (R. S., § 4018.)

A bond of $5,000, with sureties justifying to double that amount, and conditioned for the faithful discharge of duty as an inspector, and for properly accounting for and disposing of all moneys and property which may come to his hands by virtue of his office at any time while in the service of the United States, is required of each inspector before becoming entitled to pay.

Sec. 24. Their General Authority.—Inspectors are regarded as the special representatives of the Postmaster-General, and, as such, when acting within the scope of their duty and employment, all postmasters, employés, contractors, and others are subordinate to them. But no arbitrary power is thereby conferred upon them. They are not to interfere with any officer or employé who is in the proper discharge of his duty, further than to examine his methods, system, and accounts, or any complaints which may be made against him. Nor are they to interfere with the mails or the transportation thereof, except as expressly authorized by law, and as permitted by the regulations. They are intrusted with keys to the several mail locks in use, except locks to registered mail, and are, by virtue of their commissions, authorized to open and examine the mails whenever and wherever they may find it necessary to do so. They are also empowered to enter and examine any post-office when the safety of the mails requires it, or the general interests of the service demand such examination.

Sec. 25. Fidelity and Impartiality in Service.—Every inspector will be required to perform his duty conscientiously, zealously, and fearlessly, with an eye single to the ascertainment of the truth and the advancement of the discipline of the postal service and the interests of the Government. He must at the same time be carefully regardful of all aspects of the subject committed to his investigation, and of the rights of others; and must by his report represent simply, clearly, and without bias, the facts of the case, and the evidence obtained by him, so that an intelligent, correct, and safe opinion can be formed upon his report. And in the faithful, considerate, and unfaltering discharge of his duty, the inspector may rely upon the support of the Postmaster-General against any unjust influences whatever interfering with it or with him.

Sec. 26. Duty of General Observation of Service.—Every inspector is required to thoroughly inform himself in regard to all branches of the postal service and the duties of all persons engaged therein; and he is specially enjoined to promptly report any and every delinquency or failure of duty upon the part of any person engaged in the postal service, or in the execution of any contract with the Department, and any

and every defect or disorder in the postal business of which he may have notice, whether in a case submitted to him or otherwise coming to his attention. And any failure to so report any such information will be ground for his immediate dismissal.

Sec. 27. Confidential Communications.—Official communications marked "Confidential," from post-office inspectors, will be held as confidential. But no communication should be so marked unless it relates solely to the business of the Department and its interest and is made in pursuance of confidential instructions. The contents of such communication can not be divulged except by the permission of the Postmaster-General. Inspectors will strictly observe secrecy in respect to all confidential inquiries and investigations required of them.

Sec. 28. Organization of the Force.—Except those employed in the Railway Mail Service and Department officers when so employed, inspectors are under the charge of the Chief of Post-Office Inspectors, whose headquarters are in the Department. For the purpose of advantageously conducting the business assigned to them, the country has been formed into divisions, and each division is placed in charge of an inspector, who will guide and direct the work of the inspectors assigned to such division. To him all communications must be addressed and sent; and through him all orders will be received, unless, to save time in special cases, they are communicated directly from the Department by the Postmaster-General or Chief of Inspectors, in which contingency the inspector in charge will be notified.

The headquarters of divisions at the present time are as follows:

For the division embracing the States of Maine, New Hampshire, Vermont, Massachusetts, Rhode Island, and Connecticut: Boston, Mass.

For the division embracing the State of New York: New York City.

For the division embracing the States of Pennsylvania and New Jersey: Philadelphia, Pa.

For the division embracing the States of Delaware, Maryland, Virginia, West Virginia, and North Carolina, and the District of Columbia: Washington, D. C.

For the division embracing the States of Ohio, Indiana, and Kentucky: Cincinnati, Ohio.

For the division embracing the States of Illinois, Iowa, Michigan, Wisconsin, and Minnesota: Chicago, Ill.

For the division embracing the States of Missouri, Arkansas, Kansas, and Nebraska, and Indian Territory: St. Louis, Mo.

For the division embracing the States of Tennessee, Alabama, Florida, Georgia, and South Carolina: Chattanooga, Tenn.

For the division embracing the States of Texas, Louisiana, and Mississippi: New Orleans, La.

For the division embracing the States of Wyoming and Colorado and the Territories of New Mexico, Utah, and Arizona: Denver, Colo.

For the division embracing the States of California, Nevada, Oregon, and Washington, and the Territory of Alaska: San Francisco, Cal.

For the division embracing the States of Idaho, North Dakota, and South Dakota: Helena, Mont.

Sec. 29. Confidential Regulations.—Further special regulations for the in struction and government of inspectors are prescribed in the book c instructions and amendments thereto, to which additions may fro time to time be made, which are confidentially furnished to each in spector. Obedience and conformity to these regulations and the stric preservation of their secrecy are enjoined.

OTHER POSTAL AGENCIES.

Sec. 30. Foreign Postal Agencies.—The Postmaster-General may estab lish resident mail agencies at the ports of Panama and Aspinwall, i New Granada; Havana, in Cuba; at St. Thomas, and at such other for eign ports at which United States mail steamers touch to land and receiv mails as may, in his judgment, promote the efficiency of the foreig mail service; and may pay the agents employed by him at such ports out of the appropriation for transportation of the mail, a reasonabl compensation for their services, and the necessary expenses for offic rent, clerk hire, office furniture, and other incidentals, to be allowe him at each of such agencies. (R. S., § 4021.)

No agency is now maintained on the American continent.

Sec. 31. In China and Japan.—The Postmaster-General may establish, i connection with the mail steamship service to Japan and China, general postal agency at Shanghai, in China, or at Yokohama, in Japan with such branch agencies at any other ports in China and Japan a he shall deem necessary for the prompt and efficient management of th postal service in those countries; and he may pay the postal agent employed thereat a reasonable compensation for their services, in addi tion to the necessary expenses for rent, furniture, clerk hire, and inci dental expenses. (R. S., § 4023.)

The Consul-General at Shanghai is the postal agent at Shanghai, in China; bu no agency is maintained in Japan.

Sec. 32. Mail Agents on Ocean Steamers.—The Postmaster-General ma appoint an agent in charge of the mails on board of each of the mai steamers on the routes between San Francisco, Japan, and China; be tween San Francisco and Honolulu, in the Hawaiian Islands; and be tween New York and Rio de Janeiro, who shall be allowed, out of th appropriation for transportation of the mail, a salary of $2,000 a yea (R. S., § 4022.)

Sec. 33. Stamp, Postal-Card, and Stamped-Envelope Agents.—Subject t provisions therefor in the annual appropriation, there are appointed b the Postmaster-General the following agents:

1. A stamp agent, for the inspection and issue of adhesive postag stamps.
2. A postal-card agent, for the inspection and issue of postal cards.
3. A stamped-envelope agent, for the inspection and issue of stampe

envelopes and newspaper wrappers; and also, when so required, of official envelopes, registered-package envelopes, and tags.

Each such agent is required to keep his office at the place where such supplies are respectively manufactured under the contracts from time to time made pursuant to law, and is entitled to a salary of $2,500 a year. He is required to superintend the clerks employed at his agency, and faithfully to observe the special instructions given to regulate the performance of his duties.

Sec. 34. Postal Note Agency.—That in addition to the authority granted by section four thousand and forty-eight of said Revised Statutes to the Postmaster-General, to pay out of the proceeds of the money-order business the cost of stationery and such incidental expenses as are necessary for the transaction of that business, he is hereby authorized to pay out of the proceeds of said business the compensation of an agent and the necessary assistants to distribute postal notes to postmasters, and also the necessary incidental expenses of the agency; and such agent shall, before entering upon his duties, give bond for the faithful performance thereof in such sum and form and with such security as the Postmaster-General may approve. (Act of March 3, 1883, from § 2, 22 Stat., 527.)

Pursuant to this statute there is appointed by the Postmaster-General an agent for the inspection and distribution of postal notes, who is required to keep his office at the place of their manufacture, and is entitled to a salary of $2,500 a year. He is required to superintend the clerks employed at such agency, and faithfully observe the special instructions given for the performance of his duties.

Sec. 35. Form of Oath.—Hereafter the oaths prescribed by the statutes for postmasters and other employés in the postal service will be combined in the following:

Form of oath of office.

_____, }
_____, } *ss:*

I, [name of appointee] having been appointed [designate office or employment] do solemnly swear [or affirm] that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter. So help me God. I do further solemnly swear [or affirm] that I will faithfully perform all the duties required of me and abstain from everything forbidden by the laws in relation to the establishment of post-offices and post-roads within the United States; and that I will honestly and truly account for and pay over any money belonging to the said United States which may come

into my possession or control; and I also further swear [or affirm] that I will support the Constitution of the United States. So help me God.

———— ————.

Sworn to and subscribed before me, a ———— ————, this ———— day of ————, A. D. 18——.

———— ————,

———— ————.

NOTE.—A contractor for carrying the mail can not draw pay from the Department for services rendered or work done prior to his taking the oath. (11 Opin. Attorney-General, 498.

Sec. 36. Who may Administer Oath.—And this oath or affirmation may be taken before any officer, civil or military, holding a commission under the United States, and such officer is hereby authorized to administer and certify such oath or affirmation. (18 Stat., 19.)

The oath of office required by either of the two preceding sections (1756 and 1757, R. S.) may be taken before any officer who is authorized either by the laws of the United States, or by the local municipal law, to administer oaths in the State, Territory, or District where such oath may be administered. (R. S., § 1758.)

In all cases in which, under the laws of the United States, oaths or acknowledgments may now be taken or made before any justice of the peace of any State or Territory, or in the District of Columbia, they may hereafter be also taken or made by or before any notary public duly appointed in any State, District, or Territory, or any of the commissioners of the circuit courts, and, when certified under the hand and official seal of such notary or commissioner, shall have the same force and effect as if taken or made by or before such justice of the peace. (R. S., § 1778.)

NOTE.—A post-office inspector or postmaster may administer the oath of office.

Sec. 37. Fees not to be Charged, When.—* * * And no officer, clerk, or employé of any executive department who is also a notary public or other officer authorized to administer oaths, shall charge or receive any fee or compensation for administering oaths of office to employés of such department required to be taken on appointment or promotion therein.

And the chief clerks of the several Executive Departments and of the various bureaus and offices thereof in Washington, District of Columbia, are hereby authorized and directed, on application and without compensation therefor, to administer oaths of office to employés required to be taken on their appointment or promotion.

Sec. 38. Oaths to Witnesses.—Any officer or clerk of any of the Departments lawfully detailed to investigate frauds or attempts to defraud on the Government, or any irregularity or misconduct of any officer or agent of the United States, shall have authority to administer an oath to any witness attending to testify or depose in the course of such investigation. (R. S., § 183.)

The several auditors are empowered to administer oaths to witnesses in any case in which they may deem it necessary for the due examination of the accounts with which they shall be charged. (R. S., § 297.)

Any mayor of a city, justice of the peace, or judge of any court of record in the United States, may administer oaths in relation to the examination and settlement of the accounts committed to the charge of the Sixth Auditor. (R. S., § 298.)

SEAL OF THE DEPARTMENT.

Sec. 39. How Kept and Used.—The Postmaster-General shall keep the seal heretofore adopted for his Department, which shall be affixed to all commissions of postmasters and others, and used to authenticate all transcripts and copies which may be required from his Department. (R. S., § 395.)

As to when the seal shall be affixed to commissions signed by the President, see section 306.

CHAPTER TWO.

GENERAL PROVISIONS APPLICABLE TO THE POST-OFFICE DEPARTMENT.

I. THE FINANCIAL MAINTENANCE AND AFFAIRS OF THE DEPARTMENT.

Sec. 40. General Explanation.—The Congress annually appropriates from the General Treasury, by the legislative, executive, and judicial appropriation act, specific sums for the payment of the salaries of the officers, clerks, and employés of the Post-Office Department; for rent of additional buildings leased for its use; for its contingent expenses and supplies; for expenses of publishing post-route maps; for publishing the Official Postal Guide; and for postage on its foreign correspondence. These moneys are drawn from the General Treasury by the requisition of the Postmaster-General on the Secretary of the Treasury, and are disbursed by the superintendent and disbursing clerk. His accounts for the expenditure of moneys appropriated for contingent expenses are settled by the Fifth Auditor and First Comptroller; and for the expenditure of other appropriations by the First Auditor and First Comptroller. All these transactions and accounts are to be wholly distinguished from the revenues, expenditures, and accounts of the postal service.

On the other hand, all moneys derived from sales of waste paper and unserviceable material and property of the Department, sales of which are made and moneys collected by the superintendent and disbursing clerk, accrue to the revenues of the postal service, and are paid direct

into the Treasury to its credit, and his accounts therefor are settled by the Sixth Auditor.

A general supervision of all these transactions is required to be kept for the Postmaster-General by the chief clerk of the Department.

All unexpended appropriations are covered into the Treasury after two years. See section 167.

Sec. 41. Bond of Superintendent and Disbursing Clerk.—Whenever it becomes necessary for the head of any Department or office to employ special agents, other than officers of the Army or Navy, who may be charged with the disbursement of public moneys, such agents shall, before entering upon duty, give bond in such form and with such security as the head of the Department or office employing them may approve. (R. S., § 3614.)

The superintendent and disbursing clerk is required to give bond in the penal sum of $40,000, for the safe keeping, proper disbursement of, and accounting for, all public moneys coming to his hands, and for the faithful discharge of the duties of his office, according to law.

Sec. 42. Requisitions for Money.—No requisition on the Secretary of the Treasury shall be for more than one specified object of appropriation, and the amount thereof shall be written in full in the blank form of requisition. Every requisition presented to the Postmaster-General for his signature must be accompanied with a statement of the condition of the account under the specific items of appropriation against which the requisition is drawn, according to the form now in use; and the chief clerk will file and preserve all such statements in his office. Requisitions for salaries will be made semimonthly at such time, and for such amount only, as may be necessary to meet the customary semimonthly payments. Requisitions for all other objects must be made for no greater amount than will be required for disbursement during one month from the date of the requisition.

Sec. 43. Payments.—All salaries shall be paid in cash upon monthly pay rolls, which will be first submitted to the chief clerk, who, after examination, will certify, before payment is made, that the names and salaries as therein stated are correct as shown by the records in the office of the appointment clerk, and that the amounts are severally due to the respective persons named.

Payments for all sums of $10 and upwards (except salaries) shall be made by the check of the superintendent and disbursing clerk on the Treasurer of the United States, and the appropriation from which the payment is made shall be stated on the check.

Hereafter no payment shall be made as salaries to clerks of class 1, 2, 3, or 4 in said (Post-Office) Department out of appropriations made for other purposes. (Act of March 3, 1875, 18 Stats., 367.)

Sec. 44. Disbursements for the Topographer's Office.—*Provided*, That the disbursements of the moneys appropriated for the preparation and pub-

lication of post-route maps be made by a regular bonded disbursing officer of the Post-Office Department, according to the laws, rules, and customs as recognized by the accounting officers of the Treasury Department. *And, provided also*, That the pay rolls of the draftsmen, clerks, messengers, and other employés of the topographer's office shall be regularly made out by the chief of the topographer's office, examined and checked by the appointment clerk of the Post-Office Department, and the payments thereof made by a bonded disbursing officer of the Post-Office Department. *Also, provided further*, That all expenditures made by the chief of the topographer's office for the preparation and publication of post-route maps shall be accounted for by vouchers, accompanied by affidavit, and the moneys therefor shall be disbursed by a disbursing officer of the Post-Office Department; and all of the above disbursements shall be paid out of the appropriation for the preparation and publication of post-route maps. (Act of June 17, 1878, § 2, 20 Stats., 143.)

The payments above directed will be made by the superintendent and disbursing clerk in the same manner as directed for other funds.

Sec. 45. Deposits.—It shall be the duty of every disbursing officer having any public money intrusted to him for disbursement, to deposit the same with the Treasurer or some one of the assistant treasurers of the United States, and to draw for the same only as it may be required for payments to be made by him in pursuance of law (and draw for the same only in favor of the persons to whom payment is made); and all transfers from the Treasurer of the United States to a disbursing officer shall be by draft or warrant on the Treasury or an assistant treasurer of the United States. (R. S., § 3620.)

Sec. 46. Exchange of Funds Restricted.—No exchange of funds shall be made by any disbursing officer or agent of the Government, of any grade or denomination whatsoever, or connected with any branch of the public service, other than an exchange for gold, silver, United States notes, and national-bank notes; and every such disbursing officer, when the means for his disbursements are furnished him in gold, silver, United States notes, or national-bank notes, shall make his payments in the moneys so furnished; or when they are furnished to him in drafts, shall cause those drafts to be presented at their place of payment, and properly paid according to law, and shall make his payments in the money so received for the drafts furnished, unless, in either case, he can exchange the means in his hands for gold and silver at par. And it shall be the duty of the head of the proper Department immediately to suspend from duty any disbursing officer or agent who violates the provisions of this section, and forthwith to report the name of the officer or agent to the President, with the fact of the violation, and all the circumstances accompanying the same, and within the knowledge of the Secretary, to the end that such officer or agent may be promptly removed from office, or restored to his trust and the per-

formance of his duties, as the President may deem just and proper. (R. S., § 3651.)

(See section 134.)

Sec. 47. Verification of Cash on Hand.—On Monday forenoon of each week a committee of three, designated by the Postmaster-General, shall count the cash in the hands of the superintendent and disbursing clerk, and verify the amount with the sum reported to his credit with the Treasurer, and thereupon certify the result of their examination in writing to the Postmaster-General.

Sec. 48. Settlement of Accounts.—Every officer or agent of the United States who receives public money which he is not authorized to retain as salary, pay, or emolument, shall render his accounts monthly. Such accounts, with the vouchers necessary to the correct and prompt settlement thereof, shall be sent by mail, or otherwise, to the Bureau to which they pertain, within ten days after the expiration of each successive month, and, after examination there, shall be passed to the proper accounting officer of the Treasury for settlement. Disbursing officers of the Navy shall, however, render their accounts and vouchers direct to the proper accounting officer of the Treasury. In case of the non-receipt at the Treasury, or proper Bureau, of any accounts within a reasonable and proper time thereafter, the officer whose accounts are in default shall be required to furnish satisfactory evidence of having complied with the provisions of this section. The Secretary of the Treasury may, if in his opinion the circumstances of the case justify and require it, extend the time hereinbefore prescribed for the rendition of accounts. Nothing herein contained shall, however, be construed to restrain the heads of any of the Departments from requiring such other returns or reports from the officer or agent, subject to the control of such heads of Departments, as the public interest may require. (R. S., § 3622.)

All officers, agents, or other persons, receiving public moneys, shall render distinct accounts of the application thereof, according to the appropriation under which the same may have been advanced to them. (R. S., § 3623.)

That hereafter all disbursing officers of the United States shall render their accounts quarterly; * * * But the Secretary of the Treasury may direct any or all such accounts to be rendered more frequently when in his judgment the public interests may require. (Act of August 30, 1890, Suppl. R. S., 1891, 794.)

The superintendent and disbursing clerk shall prepare his accounts for submission to the Postmaster-General, to be by him transmitted to the proper officers of the Treasury Department, quarterly, and in duplicate, and one copy will be filed and preserved by the chief clerk. The chief clerk will see to the presentment of such accounts, that they are promptly audited at the Treasury Department, and furnish a statement of their condition to the Postmaster-General.

Sec. 49. Expenditures and Purchases for Department Use.—No part of the contingent fund appropriated to any Department, Bureau, or office, shall be applied to the purchase of any articles except such as the head of the Department shall deem necessary and proper to carry on the business of the Department, Bureau, or office, and shall, by written order, direct to be procured. (R. S., § 3683.)

No moneys appropriated for contingent, incidental, or miscellaneous purposes shall be expended or paid for official or clerical compensation. (R. S., § 3682.)

That hereafter the expenditure of the contingent expenses of the Post-Office Department shall be expended as specially directed in the law, and according to the appropriations for the items specifically named, and that no moneys appropriated for the specific purposes named under the head of "for contingent expenses of the Post-Office Department" shall be diverted from one purpose to another; and that all moneys unexpended for one or more specific purposes shall be turned into the Treasury, and not expended, by the superintendent and disbursing officer, for any object or purpose whatsoever, other than the specific ones named in the appropriation for the "contingent expenses of the Post-Office Department." (Act of June 17, 1878, 20 Stats., 203.)

Contracts must be made in advance of the beginning of each fiscal year, after public advertisement for proposals, for the purchase of all articles for the supply of the Post-Office Department of every kind which can be so contracted for advantageously, including work and materials, in which the contractor shall engage to furnish the articles or perform the service contracted for at the agreed price in such quantities and at such times as they may be ordered by the Department. All orders upon the contractors for such supplies or services shall be made in pursuance of requisitions therefor, on the form now in use, approved by the chief clerk and allowed by the Postmaster-General.

Whenever the public exigency requires the procurement of any supplies or service not so contracted to be furnished, like requisition therefor must be made, specifying on its face that the public exigency requires immediate delivery of the articles or performance of the service.

No articles or services shall be ordered from a contractor, or otherwise procured, except upon allowance of such requisition; and the superintendent and disbursing clerk shall personally inspect and verify the delivery of such articles or performance of such service in accordance with the contract or the requisition; and accounts therefor shall be certified by him and approved by the chief clerk before allowance by the Postmaster-General.

Sec. 50. Issue and Sale of Post-Route Maps.—The annual appropriation act customarily provides for sales by the Department of post-route maps at the cost of printing with 10 per cent added, and adds the receipts from such sales to the amount of the appropriation for their provision. Application for purchase of such maps, and payment of the price therefor,

will be made to the superintendent and disbursing clerk, who will give the purchaser an order on the topographer to deliver maps sold; and will make a monthly account of such sales and deposits of proceeds in the Treasury to the credit of the appropriation.

The topographer will make, at the end of each month, a statement in triplicate of all such orders received and filled by him, and furnish duplicates of the same to the superintendent and disbursing clerk, who will file and preserve one, and transmit one to the Treasurer with his monthly account of sales. The topographer must at the same time transmit the triplicate to the chief clerk, accompanied by the original orders of the superintendent and disbursing clerk.

Issues of post-route maps to the officers of the service regularly entitled to the same will be made by the topographer on their request, and to other persons not purchasers only upon the order of the chief clerk. In no other manner will any post-route maps be issued or sold. Once in two months the topographer will make a written statement to the chief clerk showing the number of post-route maps of each kind on hand at the last statement, the number since published, the number issued and to whom, the number sold, and the number remaining on hand, accompanied by the orders for their issue.

Sec. 51. Sales of Valueless Papers, etc.—That the Postmaster-General is hereby authorized to sell as waste paper, or otherwise dispose of, the files of papers which have accumulated, or may hereafter accumulate, in the Post-Office Department that are not needed in the transaction of current business and have no permanent value or historical interest; and the proceeds of said sales he shall pay into the Treasury, and make report thereof to Congress. (Act of March 3, 1881, 21 Stats., 412.)

Like accumulations in the office of the Sixth Auditor are to be sold by the Secretary of the Treasury. (See Act of August 5, 1882, 22 Stats., 228.)

That whenever there shall be in any one of the Executive Departments of the Government an accumulation of files of papers, which are not needed or useful in the transaction of the current business of such Department and have no permanent value or historical interest, it shall be the duty of the head of such Department to submit to Congress a report of that fact, accompanied by a concise statement of the condition and character of such papers.

And upon the submission of such report, it shall be the duty of the presiding officer of the Senate to appoint two Senators, and of the Speaker of the House of Representatives to appoint two Representatives, and the Senators and Representatives so appointed shall constitute a joint committee, to which shall be referred such report, with the accompanying statement of the condition and character of such papers, and such joint committee shall meet and examine such report and statement and the papers therein described, and submit to the Senate and House, respectively, a report of such examination and their recommendation.

And if they report that such files of papers, or any part thereof, are not needed or useful in the transaction of the current business of such Department, and have no permanent value or historical interest, then it shall be the duty of such head of the Department to sell as waste paper, or otherwise dispose of, such files of papers upon the best obtainable terms after due publication of notice inviting proposals therefor, and receive and pay the proceeds thereof into the Treasury of the United States, and make report thereof to Congress. (Act of February 16, 1889, Suppl. R. S., 1891, 644, 645.)

Sec. 52. Sales, How Made.—Proposals will be invited by advertisement in advance of the beginning of each fiscal year for the sale of all waste paper which the Department may have for sale during each ensuing fiscal year, and a contract will be made for sale and delivery thereof from time to time as may be most to the convenience of the Department, if the same can be advantageously effected; and the superintendent and disbursing clerk will see to the daily collection of the waste paper, and its disposal to the contractor from time to time, and will collect the receipts therefor.

All sales of other property and unserviceable material of the Post-Office Department will be made by that officer as may be specially directed by the Postmaster-General, and he will collect the moneys arising therefrom. He will promptly pay the proceeds into the Treasury and prepare his accounts of such sales for submission to the Postmaster-General, to be transmitted to the Sixth Auditor for settlement.

SPECIAL LIMITATIONS ON EXPENDITURES.

Sec. 53. Double Salaries Forbidden.—No person who holds an office the salary or annual compensation attached to which amounts to the sum of $2,500 shall receive compensation for discharging the duties of any other office, unless expressly authorized by law. (R. S., § 1763.)

An officer performing the duties of another office during a vacancy, as authorized by sections 177, 178, and 179 (section 17), is not by reason thereof entitled to any other compensation than that attached to his proper office. (R. S., § 182.)

Sec. 54. No Compensation for Extra Service.—No money shall be paid to any clerk employed in either Department at an annual salary, as compensation for extra services, unless expressly authorized by law. (R. S., § 170.)

No allowance or compensation shall be made to any officer or clerk, by reason of the discharge of duties which belong to any other officer or clerk in the same or any other Department; and no allowance or compensation shall be made for any extra services whatever, which any officer or clerk may be required to perform, unless expressly authorized by law. (R. S., § 1764.)

No officer in any branch of the public service, or any other person whose salary, pay, or emoluments are fixed by law or regulations, shall

receive any additional pay, extra allowance, or compensation, in any form whatever, for the disbursement of public money or for any other service or duty whatever, unless the same is authorized by law and the appropriation therefor explicitly states that it is for such additional pay, extra allowance, or compensation. (R. S., § 1765.) That no civil officer of the Government shall hereafter receive any compensation or perquisites, directly or indirectly, from the Treasury or property of the United States beyond his salary or compensation allowed by law: *Provided*, That this shall not be construed to prevent the employment and payment by the Department of Justice of district attorneys as now allowed by law for the performance of services not covered by their salaries or fees. (Act of June 20, 1874, § 3, 18 Stats., 109.)

Sec. 55. Advances Forbidden and Payment Limited.—No advance of public money shall be made in any case whatever. And in all cases of contracts for the performance of any service or for the delivery of articles of any description, for the use of the United States, payments shall not exceed the value of the services rendered or of the articles delivered previous to such payment. It shall, however, be lawful, under the special direction of the President, to make such advances to the disbursing officers of the Government as may be necessary to the faithful and prompt discharge of their respective duties and to the fulfillment of the public engagements. (R. S. § 3648, in part.)

Sec. 56. Regular Hours; Rules Governing Leaves.—The regular daily hours of labor in the Department will begin at nine o'clock in the forenoon and terminate at four o'clock afternoon; and during these hours all clerks and employés must be present for duty unless on leave or by permission.

Leave of absence will be granted on proper occasion to any clerk or employé, whose conduct and services have been satisfactory, for such portion of thirty days as may remain after deducting all the days of his absence (excluding legal holidays and days when the department is closed), whether for sickness or otherwise, since the first day of January in each year. Clerks and employés entering the service after the beginining of the calendar year will be allowed pro rata leave of absence only; and when any portion of the regular annual leave is not for any reason taken or granted in any year, it can not be granted in a subsequent year; nor will leave be granted to be used in one year and charged to a subsequent year. Leaves of absence are granted only through the chief clerk; but chiefs of divisions may, on proper occasion, give permission for absence for a portion of a day to a clerk or employé who has not been absent since the beginning of the calendar year in excess of the time allowed under the foregoing. On the first day of each month each chief of division will report to the chief clerk of the Department all absences from his division during the preceding month. Chiefs of divisions will recommend the granting of leaves of absence in such order as to interfere as little as possible with the performance of

the duties of their divisions, in no case permitting over 20 per cent of their force to be absent at one time.

Sec. 57. Political Assessments Forbidden.—That no Senator, or Representative, or Territorial Delegate of the Congress, or Senator, Representative, or Delegate elect, or any officer or employé of either of said Houses, and no executive, judicial, military, or naval officer of the United States, and no clerk or employé of any Department, branch or Bureau of the executive, judicial, or military or naval service of the United States, shall, directly or indirectly, solicit or receive, or be in any manner concerned in soliciting or receiving, any assessment, subscription, or contribution for any political purpose whatever, from any officer, clerk, or employé of the United States, or any Department, branch, or Bureau thereof, or from any person receiving any salary or compensation from moneys derived from the Treasury of the United States. (Act of January 16, 1883, § 11, 22 Stats., 406.)

That all executive officers or employés of the United States not appointed by the President, with the advice and consent of the Senate, are prohibited from requesting, giving to, or receiving from, any other officer or employé of the Government, any money or property or other thing of value for political purposes; and any such officer or employé who shall offend against the provisions of this section shall be at once discharged from the service of the United States; and he shall also be deemed guilty of a misdemeanor, and on conviction thereof shall be fined in a sum not exceeding $500. (Act of August 10, 1879, § 6, 19 Stats., 169.)

Sec. 58. Solicitation, &c., in Public Offices Forbidden.—That no person shall, in any room or building occupied in the discharge of official duties by any officer or employé of the United States mentioned in this act, or in any navy-yard, fort, or arsenal, solicit in any manner whatever, or receive, any contribution of money or any other thing of value, for any political purpose whatever. (Act of January 16, 1883, § 12, 22 Stats., 407.)

Sec. 59. Official Compulsion Forbidden.—No officer or employé of the United States mentioned in this act shall discharge, or promote, or degrade, or in any manner change the official rank or compensation of any other officer or employé, or promise or threaten so to do, for giving, withholding or neglecting to make any contribution of money or other valuable thing for any political purpose. (Act of January 16, 1883, § 13, 22 Stats., 407.

Sec. 60. Political Contributions to Officials Forbidden.—That no officer, clerk, or other person in the service of the United States shall, directly or indirectly, give or hand over to any other officer, clerk, or person in the service of the United States, or to any Senator or Member of the House of Representatives, or Territorial Delegate, any money or other valuable thing on account of or to be applied to the promotion of any

political object whatever. (Act of January 16, 1883, § 14, 22 Stats., 407.)

NOTE.—The violation of any provision of the preceding four sections is a misdemeanor, punishable by fine or imprisonment, or both, by the act of January 16, 1883.

Sec. 61. Gifts to Superiors Forbidden.—No officer, clerk, or employé in the United States Government employ shall at any time solicit contributions from other officers, clerks, or employés in the Government service for a gift or present to those in a superior official position; nor shall any such officials or clerical superiors receive any gift or present offered or presented to them as a contribution from persons in Government employ receiving a less salary than themselves; nor shall any officer or clerk make any donation as a gift or present to any official superior. Every person who violates this section shall be summarily discharged from the Government employ. (R. S., § 1784.)

Sec. 62. Officials not to Act as Attorneys.—It shall not be lawful for any person appointed after the 1st day of June, 1872, as an officer, clerk, or employé in any of the Departments, to act as counsel, attorney, or agent for prosecuting any claim against the United States which was pending in either of said Departments while he was such officer, clerk, or employé, nor in any manner, nor by any means, to aid in the prosecution of any such claim, within two years next after he shall have ceased to be such officer, clerk, or employé. (R. S., § 190.)

NOTE.—See also R. S., § 5498, declaring any person in public service who aids or assists a claim against the United States punishable by fine or imprisonment, or both.

II. CONTRACTS.

Sec. 63. To be in Name of United States.—All bonds taken and contracts entered into by the Post-Office Department shall be made to and with the United States of America. (R. S., § 403.)

Sec. 64. By Whom May be Signed—*By the First Assistant.*—The bonds of all postmasters may, by the direction of the Postmaster-General, be approved and accepted, and the approval and acceptance signed by the First Assistant Postmaster-General in the name of the Postmaster-General; and all contracts for stationery, wrapping-paper, letter-balances, scales, and street letter-boxes, for the use of the postal service may be signed in like manner by the First Assistant Postmaster-General in the place and stead of the Postmaster-General, and his signature shall be attested by the seal of the Post-Office Department. (Act of March 3, 1877, § 2, 19 Stats., 335.)

By the Second Assistant.—The Second Assistant Postmaster-General, on the order of the Postmaster-General, may sign with his name, in the place and stead of the Postmaster-General, and attest his signature by the seal of the Post-Office Department, all contracts made in the said Department for mail transportation and for supplies of mail bags, mail catchers, mail locks, and keys, and all other articles necessary and

incidental to mail transportation. (Act of March 3, 1877, § 3, 19 Stats., 335.)

By the Third Assistant.—The Third Assistant Postmaster-General, when directed by the Postmaster-General, may also sign, in his name, in the place and stead of the Postmaster-General, and attest his signature by the seal of the Post-Office Department, all contracts for supplies of postage stamps, stamped envelopes, newspaper wrappers, postal cards, registered-package envelopes, locks, seals, and official envelopes for the use of postmasters, and return of dead letters, that may be required for the postal service .(Act of March 3, 1877, § 4, 19 Stats., 335.)

See section 293 for regulation as to bonds and section 17 for limitation on persons who act as Assistant Postmasters-General.

Sec. 65. Limited in Duration.—It shall not be lawful for any of the Executive Departments to make contracts for stationery or other supplies for a longer term than one year from the time the contract is made. (R. S., § 3735.) That the resolution approved January 31, 1868, entitled "A resolution limiting contracts for stationery and other supplies in the Executive Departments to one year," shall not be held or construed to apply to or include mail bags, mail locks and keys, postal cards, postage stamps, newspaper wrappers, or stamped envelopes. (Joint resolution of March 24, 1874, 18 Stats., 286.)

NOTE.—The section from the Revised Statutes above was founded on the resolution mentioned in the latter joint resolution.

That the Postmaster-General may, when, in his judgment, the good of the service so requires, make contract for necessary supplies for the free-delivery service for a period not exceeding four years. (Act of March 2, 1889; 25 Stat., 844.)

Sec. 66. Contracts not to Exceed Appropriations.—No Department of the Government shall expend, in any one fiscal year, any sum in excess of appropriations made by Congress for that fiscal year or involve the Government in any contract for the future payment of money in excess of such appropriation. (R. S., § 3679.)

No contract or purchase on behalf of the United States shall be made, unless the same is authorized by law or is under an appropriation adequate to its fulfillment, except in the War and Navy Departments, for clothing, subsistence, forage, fuel, quarters, or transportation which, however, shall not exceed the necessities of the current year. (R. S., § 3732.)

Sec. 67. Advertisement for Same.—All purchases and contracts for supplies or services in any of the Departments of the Government, except for personal services, shall be made by advertising a sufficient time previously for proposals respecting the same, when the public exigencies do not require the immediate delivery of the articles or performance of the service. When immediate delivery or performance is required by the public exigency, the articles or service required may be

procured by open purchase or contract, at the places and in the manner in which such articles are usually bought and sold, or such services engaged, between individuals. (R. S., § 3709.)

Whenever proposals for supplies have been solicited, the parties responding to such solicitation shall be duly notified of the time and place of opening the bids and be permitted to be present either in person or by attorney, and a record of each bid shall then and there be made. (R. S., § 3710.)

Sec. 68. Contracts not Assignable.—No contract or order, or any interest therein, shall be transferred by the party to whom such contract or order is given to any other party, and any such transfer shall cause the annulment of the contract or order transferred, so far as the United States are concerned. All rights of action, however, for any breach of such contract by the contracting parties, are reserved to the United States. (R. S., § 3737.)

As to subletting of contracts for carrying the mail, see sections 789 to 794.

III. Advertisements.

Sec. 69. How Authorized.—No advertisement, notice, or proposal for any Executive Department of the Government, or for any Bureau thereof, or for any office therewith connected, shall be published in any newspaper whatever, except in pursuance of a written authority for such publication from the head of such Department; and no bill for any such advertising or publication shall be paid, unless there be presented, with such bill, a copy of such written authority. (R. S., § 3828.)

Sec. 70. Rates for, Generally.—Hereafter all advertisements, notices, proposals for contracts, and all other forms of advertising required by law for the Post-Office Department may be paid for at a price not to exceed the commercial rates charged to private individuals with the usual discounts, such rates to be ascertained from sworn statements to be furnished to the Postmaster-General by the proprietors of the newspapers proposing to so advertise. * * * But the Postmaster-General may secure lower terms at special rates, whenever the public interest requires it. (Act of May 17, 1878, 20 Stats., 62.)

Note.—The act of June 20, 1878, 20 Stats, 216, reënacts this section, making it applicable to all the Executive Departments.

As to advertisement of mail-lettings see sections 750 and 751.

IV. Annual Reports.

Sec. 71. By the Postmaster-General.—The Postmaster-General shall make the following annual reports to Congress:

First. A report of all contracts for carrying the mail made within the preceding year, giving in each case the name of the contractor; the date and duration of the contract; the routes embraced therein, with the length of each; the time of arrival and departure at the ends of each route; the mode of transportation; and the price to be paid, to-

gether with a copy of the recorded abstracts of all proposals for carrying the mail, as provided by section three thousand nine hundred and orty-eight, title, "The Postal Service."

See section 763.

Second. A report of all land and water mails established or ordered within the preceding year, other than those let to contract at the annual letting, giving in each case the route or water course on which the mail is established; the name of the person employed to transport it; the mode of transportation; the price to be paid; and the duration of the order or contract.

Third. A report of all allowances made to contractors within the preceding year above the sums originally stipulated in their respective contracts, and the reasons for the same, and of all orders made whereby additional expense is incurred on any route beyond the original contract price, giving in each case the route; the name of the contractor; the original service provided for by the contract; the original price; the additional service required; and the additional allowance therefor.

Fourth. A report of all curtailments of expenses effected within the preceding year, giving in each case the same particulars as in the preceding report.

Fifth. A report of the finances of the Department for the preceding year, showing the amount of balance due the Department at the beginning of the year; the amount of postage which accrued within the year; the amount of engagements and liabilities; and the amount actually paid during the year for carrying the mail, showing how much of the amount was for carrying the mail in preceding years.

Sixth. A report of the fines imposed on and the deductions from the pay of contractors, made during the preceding year, stating the name of the contractor; the nature of the delinquency; the route on which it occurred; when the fine was imposed; and whether the fine or deduction has been remitted; and for what reason.

Seventh. A copy of each contract for carrying the mail between the United States and foreign countries, with a statement of the amount of postage derived under the same, so far as the returns of the Department will enable it to be done.

Eighth. A report showing all contracts which have been made by the Department, other than for carrying the mail, giving the name of the contractor; the article or thing contracted for; the place where the article was to be delivered, or the thing performed; the amount paid therefor; and the date and duration of the contract.

Ninth. A report on the postal business and agencies in foreign countries.

Tenth. A report of the amount expended in the Department for the preceding fiscal year, including detailed statements of expenditures made from the contingent fund. (See section 72.)

And the Postmaster-General shall cause all such reports to be printed

at the Public Printing Office, either together or separately, and in such numbers as may be required by the exigencies of the service or by law. (R. S., § 413.)

The annual report of the Postmaster-General of offers received and contracts for conveying the mail shall not be printed, unless specially ordered by either House of Congress. (R. S., § 3797.)

Sec. 72. Of the Contingent Fund.—The head of each Department shall make an annual report to Congress, giving a detailed statement of the manner in which the contingent fund for his Department, and for the Bureaus and offices therein, has been expended, giving the names of every person to whom any portion thereof has been paid; and if for anything furnished, the quantity and price; and if for any service rendered, the nature of such service, and the time employed, and the particular occasion or cause, in brief, that rendered such service necessary; and the amount of all former appropriations in each case on hand, either in the Treasury or in the hands of any disbursing officer or agent. And he shall require of the disbursing officers, acting under his direction and authority, the return of precise and analytical statements and receipts for all the moneys which may have been from time to time during the next preceding year expended by them, and shall communicate the results of such returns and the sums total, annually, to Congress. (R. S., § 193.) And hereafter a detailed statement of the expenditure for the preceding fiscal year of all sums appropriated for contingent expenses in any Department or Bureau of the Government shall be presented to Congress at the beginning of each regular session. (Act of June 20, 1874, 18 Stats., 96.)

Sec. 73. Of Employés, etc.—The head of each Department shall make an annual report to Congress of the names of the clerks and other persons that have been employed in his Department and the offices thereof; stating the time that each clerk or other person was actually employed, and the sums paid to each; also, whether they have been usefully employed; whether the services of any of them can be dispensed with without detriment to the public service, and whether the removal of any individuals, and the appointment of others in their stead, is required for the better dispatch of business. (R. S., § 194.)

For duty to report action on postmasters' claims for credit for postal funds, postage stamps, stamped paper, postal cards, and money-order funds lost by fire, burglary, or other unavoidable casualty, or for postal or money-order funds lost in transit, see section 225.

Sec. 74. When to be made.—Except where a different time is expressly prescribed by law, the various annual reports required to be submitted to Congress by the heads of Departments shall be made at the commencement of each regular session and shall embrace the transactions of the preceding year. (R. S., § 195.)

Sec. 75. Of the Auditor.—That the annual reports of the Auditor of the Treasury for the Post-Office Department to the Postmaster-General

shall show the financial condition of the Post-Office Department at the close of each fiscal year, and be made a part of the Postmaster-General's annual report to Congress for that fiscal year. (Act of July 12, 1876, § 4, 19 Stats., 80.)

Sec. 76. Report to the President.—Besides the foregoing reports to Congress, the Postmaster-General is required by long-established usage, recognized in the statutes, to report to the President annually an account of the transactions of the Department and of the operations and financial affairs of the postal service, with such recommendations as shall appear to him proper, in time for the President's consideration in preparing his annual message, and this report is to be printed in time for delivery to the Congress at the first meeting thereof.

V. Annual Estimates.

Sec. 77. For Department Service.—The Postmaster-General submits annually to Congress an estimate of the appropriations to be included in the act making provision for the legislative, executive, and judicial expenses of the Government, deemed necessary for the service and maintenance of the Department during the ensuing fiscal year, embracing the salaries and compensation of all Department officers, clerks, and employés, its supplies of all kinds, provision for rent, furniture, and repairs of Department buildings, for telegraphing and foreign correspondence and publication of the Official Postal Guide.

For estimates for postal service, see section 164.

Sec. 78. That hereafter it shall be the duty of the heads of the several Executive Departments of the Government to report to Congress each year in the annual estimates the number of employés in each bureau and office and the salaries of each who are below a fair standard of efficiency. (Act of July 11, 1890, Suppl. R. S., 1891, 773.)

VI. Printing and Binding.

Sec. 79. How Done.—All printing, binding, and blank books for the Senate or House of Representatives and the executive and judicial departments shall be done at the Government Printing Office, except in cases otherwise provided by law. (R. S., § 3786.)

No printing or binding which is not provided for by law shall be executed at the Government Printing Office. (R. S., § 3785.)

No printing or binding shall be done or blank books furnished * * * for any of the Executive Departments, except on a written requisition by the head of such Department or one of his assistants. (R. S., § 3789.)

VII. Claims Against the Government.

Sec. 80. Subpœna for Witnesses.—Any head of a Department or Bureau in which a claim against the United States is properly pending may apply to any judge or clerk of any court of the United States, in any

State, District, or Territory, to issue a subpœna for a witness being within the jurisdiction of such court, to appear at a time and place in the subpœna stated, before any officer authorized to take depositions to be used in the courts of the United States, there to give full and true answers to such written interrogatories and cross-interrogatories as may be submitted with the application or to be orally examined and cross-examined upon the subject of such claim. (R. S., § 184.)

Sec. 81. Witness Fees.—Witnesses subpœnaed pursuant to the preceding section shall be allowed the same compensation as is allowed witnesses in the courts of the United States. (R. S., § 185.)

Sec. 82. Disobedience Punished.—If any witness, after being duly served with such subpœna, neglects or refuses to appear, or, appearing, refuses to testify, the judge of the district in which the subpœna issued may proceed, upon proper process, to enforce obedience to the subpœna or to punish the disobedience in like manner as any court of the United States may do in case of process of *subpœna ad testificandum* issued by said court. (R. S., § 186.)

Sec. 83. Legal Aid: how Provided.—Whenever any head of a Department or Bureau, having made application, pursuant to section one hundred and eighty-four, for a subpœna to procure the attendance of a witness to be examined, is of opinion that the interests of the United States require the attendance of counsel at the examination or require legal investigation of any claim pending in his Department or Bureau, he shall give notice thereof to the Attorney-General and of all facts necessary to enable the Attorney-General to furnish proper professional service in attending such examination or making such investigation, and it shall be the duty of the Attorney-General to provide for such service. (R. S., § 187.)

Sec. 84. Department to Report on Claims.—In all suits brought against the United States in the Court of Claims founded upon any contract, agreement, or transaction with any Department, or any Bureau, officer, or agent of a Department, or where the matter or thing on which the claim is based has been passed upon and decided by any Department, Bureau, or officer authorized to adjust it, the Attorney-General shall transmit to such Department, Bureau, or officer, a printed copy of the petition filed by the claimant, with a request that the Department, Bureau, or officer, shall furnish to the Attorney-General all facts, circumstances, and evidence touching the claim in the possession or knowledge of the Department, Bureau, or officer. Such Department, Bureau, or officer, shall, without delay, and within a reasonable time, furnish the Attorney-General with a full statement, in writing, of all such facts, information, and proofs. The statement shall contain a reference to or description of all such official documents or papers, if any, as may furnish proof of facts referred to in it, or may be necessary and proper for the defense of the United States against the claim, mentioning the Department, office, or place where the same is kept or may be

procured. If the claim has been passed upon and decided by the Department, Bureau, or officer, the statement shall succinctly state the reasons and principles upon which such decision was based. In all cases where such decision was founded upon any act of Congress, or upon any section or clause of such act, the same shall be cited specifically; and if any previous interpretation or construction has been given to such act, section, or clause by the Department, Bureau, or officer, the same shall be set forth succinctly in the statement, and a copy of the opinion filed, if any, shall be annexed to it. Where any decision in the case has been based upon any regulation of a Department, or where such regulation has, in the opinion of the Department, Bureau, or officer transmitting such statement, any bearing upon the claim in suit, the same shall be distinctly quoted at length in the statement. But where more than one case, or a class of cases, is pending, the defense to which rests upon the same facts, circumstances, and proofs, the Department, Bureau, or officer shall only be required to certify and transmit one statement of the same, and such statement shall be held to apply to all such cases, as if made out, certified, and transmitted in each case respectively. (R. S., § 188.)

VIII. MISCELLANEOUS.

Sec. 85. Orders, etc., to be Truly Dated.—Every order, entry, or memorandum whatever, on which any action is to be based, allowance made, or money paid, and every contract, paper, or obligation made by or with the Post-Office Department, shall have its true date affixed to it; and every paper relating to contracts or allowances filed in the Department shall have the date when it was filed indorsed upon it. (R. S., § 402.)

Sec. 86. Postmaster-General to cause Suits to recover Wrongful or Fraudulent Payments.—In all cases where money has been paid out of the funds of the Post-Office Department under the pretense that service has been performed therefor, when, in fact, such service has not been performed, or as additional allowance for increased service actually rendered, when the additional allowance exceeds the sum which, according to law, might rightfully have been allowed therefor, and in all other cases where money of the Department has been paid to any person in consequence of fraudulent representations, or by the mistake, collusion, or misconduct, of any officer or other employé in the postal service, the Postmaster-General shall cause suit to be brought to recover such wrong or fraudulent payment or excess, with interest thereon. (R. S., 4057.)

Where money has been paid to a mail contractor for services performed under orders of the Postmaster-General, expediting and increasing the service, and providing compensation therefor in violation of Revised Statutes, sections 3960 and 3961 (see sections 784 and 786), it may be recovered in an action brought by the United States against the contractor. (United States *vs.* Cosgrove, 26 Fed. Rep., 908.)

Sec. 87. Procuring Office or Contract for Consideration Forbidden.—Every member of Congress or any officer or agent of the Government who, directly or indirectly, takes, receives, or agrees to receive, any money, property, or other valuable consideration whatever, from any person for procuring, or aiding to procure, any contract, office, or place from the Government or any department thereof, or from any officer of the United States, for any person whatever, or for giving any such contract, office, or place to any person whomsoever, and every person who, directly or indirectly, offers or agrees to give, or gives, or bestows any money, property, or other valuable consideration whatever, for the procuring or aiding to procure any such contract, office, or place, and every member of Congress who, directly or indirectly, takes, receives, or agrees to receive any money, property, or other valuable consideration whatever after his election as such member, for his attention to, services, action, vote, or decision on any question, matter, cause, or proceeding which may then be pending, or may by law or under the Constitution be brought before him in his official capacity, or in his place as such member of Congress, shall be deemed guilty of a misdemeanor, and shall be imprisoned not more than two years and fined not more than ten thousand dollars. And any such contract or agreement may, at the option of the President, be declared absolutely null and void; and any member of Congress or officer convicted of a violation of this section, shall, moreover, be disqualified from holding any office of honor, profit, or trust under the Government of the United States. (R. S., § 1781.)

Sec. 88. Receiving Compensation therefor Forbidden.—No Senator, Representative, or Delegate, after his election and during his continuance in office, and no head of a Department, or other officer or clerk in the employ of the Government, shall receive or agree to receive any compensation whatever, directly or indirectly, for any services rendered, or to be rendered, to any person, either by himself or another, in relation to any proceeding, contract, claim, controversy, charge, accusation, arrest, or other matter or thing in which the United States is a party, or directly or indirectly interested, before any Department, court-martial, bureau, officer, or any civil, military, or naval commission whatever. Every person offending against this section shall be deemed guilty of a misdemeanor, and shall be imprisoned not more than two years and fined not more than $10,000, and shall, moreover, by conviction therefor, be rendered forever thereafter incapable of holding any office of honor, trust, or profit under the Government of the United States. (R. S., § 1782.)

CHAPTER THREE.

IRRELATIVE DUTIES OF THE POSTMASTER-GENERAL.

MEMBER OF SMITHSONIAN INSTITUTION.

ec. 89. **Establishment and General Functions.**—The President, the Vice-esident, the Secretary of State, the Secretary of the Treasury, the retary of War, the Secretary of the Navy, the Postmaster-General, Attorney-General, the Chief Justice, the Commissioner of [*the tent Office*] [Patents], and the governor of the District of Columbia, l such other persons as they may elect honorary members, are hereby stituted an establishment, by the name of the "Smithsonian Insti-ion," for the increase and diffusion of knowledge among men; and that name shall be known and have perpetual succession, with the vers, limitations, and restrictions hereinafter contained, and no er. (R. S., § 5579.)

he members and honorary members of the institution may hold ted and special meetings for the supervision of the affairs of the In-ution and the advice and instruction of the Board of Regents, to be led in the manner provided for in the by-laws of the Institution, at ich the President, and in his absence the Vice-President, shall pre-e. (R. S., § 5585.)

herwise the business of the Institution is conducted by a Board of Regents and fficers. (See R. S., §§ 5580–5594.)

APPROVAL OF PLANS AND ESTIMATES FOR NEW BUILDINGS.

ec. 90. Before any new buildings for the use of the United States commenced the plans and full estimates therefor shall be prepared l approved by the Secretary of the Treasury, the Postmaster-Gen-l, and the Secretary of the Interior; and the cost of each building ll not exceed the amount of such estimate. (R. S., § 3734.)

ANNUAL FIXATION OF RATES FOR OFFICIAL TELEGRAMS.

ec. 91. **Priority of Official Telegrams at Fixed Rates.**—Telegrams be-een the several Departments of the Government and their officers d agents, in their transmission over the lines of any telegraph com-ny to which has been given the right of way, timber, or station lands m the public domain, shall have priority over all other business, at ch rates as the Postmaster-General shall annually fix. And no part any appropriation for the several Departments of the Government all be paid to any company which neglects or refuses to transmit ch telegrams in accordance with the provisions of this section. (R. , § 5266.)

The special and regular circuits, drops, and rates for Weather Bu-au service, to be fixed *by the Secretary of* Agriculture by agreement

with the telegraph * * * company or companies performing the services. (Act of July 5, 1892.)

Sec. 92. Privileges Granted Companies in Return.—Any telegraph company now organized, or which may hereafter be organized, under the laws of any State, shall have the right to construct, maintain, and operate lines of telegraph through and over any portion of the public domain of the United States, over and along any of the military or post roads of the United States, which have been or may hereafter be declared such by law, and over, under, or across the navigable streams or waters of the United States; but such lines of telegraph shall be so constructed and maintained as not to obstruct the navigation of such streams and waters, or interfere with the ordinary travel on such military or post roads. (R. S., § 5263.)

Any telegraph company organized under the laws of any State shall have the right to take and use from the public lands through which its lines of telegraph may pass, the necessary stone, timber, and other materials for its posts, piers, stations, and other needful uses in the construction, maintenance, and operation of its lines of telegraph, and may preëmpt and use such portion of the unoccupied public lands subject to preëmption through which their lines of telegraph may be located as may be necessary for their stations, not exceeding 40 acres for each station; but such stations shall not be within 15 miles of each other. (R. S., § 5264.)

Sec. 93. Companies to File Acceptance.—Before any telegraph company shall exercise any of the powers or privileges conferred by law, such company shall file their written acceptance with the Postmaster-General of the restrictions and obligations required by law. (R. S., § 5268.)

The chief clerk will file, with the date of filing indorsed, and preserve in the Postmaster-General's office all such acceptances.

Sec. 94. Transfers Forbidden.—The rights and privileges granted under the provisions of the act of July 24, 1866, entitled, "An act to aid in the construction of telegraph lines, and to secure to the Government the use of the same for postal, military, and other purposes," or under this title, shall not be transferred by any company acting thereunder to any other corporation, association, or person. (R. S., § 5265.)

Sec. 95. Penalties for Refusal to Transmit Telegrams.—Whenever any telegraph company, after having filed its written acceptance with the Postmaster-General of the restrictions and obligations required by the act approved July 24, 1866, entitled, "An act to aid in the construction of telegraph lines and to secure to the Government the use of the same for postal, military, and other purposes," or by this title, shall, by its agents or employés, refuse or neglect to transmit any such telegraphic communication as are provided for by the aforesaid act, or by this title, or by the provisions of section 221, title, "The Department of War," authorizing the Secretary of War to provide for taking meteorological

observations at the military stations and other points of the interior of the continent, and for giving notice on the northern lakes and seaboard of the approach and force of storms, such telegraph company shall be liable to a penalty of not less than $100 and not more than $1,000 for each such refusal or neglect. [To be recovered by an action or actions at law in any district court of the United States.] (R. S., § 5269.)

Sec. 96. Postmaster-General to Select Appraisers for United States.—The United States may, for postal, military, or other purposes, purchase all the telegraph lines, property, and effects of any or all companies acting under the provisions of the act of July 24, 1866, entitled, "An act to aid in the construction of telegraph lines, and to secure to the Government the use of the same for postal, military, and other purposes," or under this title, at an appraised value, to be ascertained by five competent, disinterested persons, two of whom shall be selected by the Postmaster-General of the United States, two by the company interested, and one by the four so previously selected. (R. S., § 5267.)

Sec. 97. Companies Which Have Accepted.—The following-named companies have filed acceptances pursuant to section 93, prior to December 5, 1892, and on the dates respectively as stated, viz:

1. The American Submarine Telegraph Company of New York, N. Y. Received and filed July 24, 1866.
2. The National Telegraph Company of New York, N. Y. Received and filed July 30, 1866.
3. The Globe Insulated Lines Telegraph Company of New York, N. Y. Received and filed July 31, 1866.
4. International Telegraph Company of Portland, Me. Received and filed October 6, 1866.
5. The Atlantic and Pacific Telegraph Company of New York, N. Y. Received and filed March 19, 1867.
6. The Franco-American Land and Ocean Telegraph Company of New York, N. Y. Received and filed April 6, 1867.
7. The Globe Telegraph Company of New York. Received and filed May 30, 1867.
8. Mississippi Valley National Telegraph Company of St. Louis, Mo. Received and filed June 4, 1867.
9. Western Union Telegraph Company of New York. Received and filed June 8, 1867.
10. Northwestern Telegraph Company of Kenosha, Wis. Received and filed July 30, 1867.
11. Great Western Telegraph Company of New York. Received and filed January 17, 1868.
12. The Franklin Telegraph Company of Boston, Mass. Received and filed April 17, 1868.
13. The Insulated Lines Telegraph Company of Boston, Mass. Received and filed April 13, 1868.
14. Pacific and Atlantic Telegraph Company of Pittsburg, Pa. Received and filed July 22, 1868.
15. The Atlantic and Pacific States Telegraph Company of Sacramento, Cal. Received and filed September 7, 1868.
16. The Eastern Telegraph Company of Philadelphia, Pa. Received and filed October 5, 1868.

17. The Delaware River Telegraph Company of Philadelphia, Pa. Received and filed October 23, 1868.

18. Cape May and Shore Telegraph Company of New York City. Received and filed April 2, 1869.

19. Peninsula Telegraph Company of New York City. Received and filed May 9, 1869.

20. Ocean Telegraph Company of Boston, Mass. Received and filed July 15, 1869.

21. The American Cable Company of New York. Received and filed April 15, 1870.

22. Southern and Atlantic Telegraph Company of Philadelpia, Pa. Received and filed July 22, 1870.

23. International Ocean Telegraph Company of New York City. Received and filed January 20, 1871.

24. Missouri River Telegraph Company of Sioux City, Iowa. Received and filed May 3, 1871.

25. The Marine and Inland Telegraph Company of New Jersey, 715 Locust street, Philadelphia. Received and filed November 27, 1872.

26. Atlantic and Pacific Telegraph Company of Missouri. Executive office, 145 Broadway, New York City. Received and filed May 8, 1877.

27. New Jersey and New England Telegraph Company. Received and filed November 21, 1878. Address A. L. Worthington, No. 10 Green street, Trenton, N. J.

28. The American Rapid Telegraph Company, 41 Wall street, New York. Received and filed April 12, 1879. Special rates received and filed April 1, 1881.

29. Central Union Telegraph Company, 145 Broadway, New York. Received and filed May 9, 1879.

30. New York Land and Ocean Telegraph Company. Received and filed May 10, 1879.

31. Deseret Telegraph Company, Salt Lake City, Utah. Received and filed May 19, 1879.

32. American Union Telegraph Company of New York, 145 Broadway, New York. Received and filed July 1, 1879.

33. The American Union Telegraph Company of Missouri, Chas. S. Greeley, president, St. Louis, Mo. Received and filed July 9, 1879.

34. Wabash Railway Company, Cyrus W. Field, president, New York. Received and filed July 11, 1879.

35. The American Union Telegraph Company of New Jersey, D. H. Bates, president, Jersey City, N. J. Received and filed July 17, 1879.

36. The Baltimore and Ohio Railroad Company of Maryland, John W. Garrett, president, Baltimore, Md. Received and filed July 18, 1879.

37. The American Union Telegraph Company of Baltimore City, Md. Received and filed July 31, 1879.

38. The Deer Lodge Telegraph Company of Butte City, Mont. Received and filed August 30, 1879.

39. The American Union Telegraph Company of Pennsylvania, D. H. Bates, president, Philadelphia. Received and filed September 4, 1879.

40. The American Union Telegraph Company of Indiana, La Fayette, Ind. Received and filed September 12, 1879.

41. The Cheyenne and Black Hills Telegraph Company, W. H. Hibbard, superintendent, Cheyenne, Wyo. Received and filed November 7, 1879.

42. The American Union Telegraph Company of Ohio, Frank B. Swayne president, Toledo, Ohio. Received and filed November 8, 1879.

43. The American Union Telegraph Company of Louisiana, Ed. Leloup, secretary, New Orleans, La. Received and filed March 1, 1880.

44. Baltimore and Ohio Telegraph Company of Ohio, Geo. Hoadley, president, Cincinnati, Ohio. Received and filed September 3, 1880.

45. The Wabash, St. Louis and Pacific Railway Company of St. Louis, Mo., Solon Humphreys, president, No. 80 Broadway, New York. Received and filed September 13, 1880.

46. Baltimore and Ohio Telegraph Company of Illinois, C. H. Hudson, president, No. 81 South Clark Street, Chicago, Ill. Received and filed September 23, 1880.

47. Frontier Telegraph Company of Texas, G. O. Appleby, president, Lampasas, Tex. Received and filed October 25, 1880.

48. Bankers and Merchants' Telegraph Company of New Jersey, J. Heron Crosman, president, No. 58 Broadway, New York, N. Y. Received and filed April 21, 1881.

49. Bankers and Merchants' Telegraph Company of New York, Wm. W. Maris, president, No. 58 Broadway, New York, N. Y. Received and filed June 8, 1881.

50. Mutual Union Telegraph Company of Illinois, Carroll Sprigg, secretary, Chicago, Ill. Received and filed October 24, 1881.

51. Mutual Union Telegraph Company of Missouri, Carroll Sprigg, secretary, Chicago, Ill. Received and filed November 14, 1881.

52. New Jersey Mutual Telegraph Company, Jno. H. Walker, secretary, Newark, N. J. Received and filed November 17, 1881.

53. Bankers and Merchants' Telegraph Company, Wm. W. Maris, president, 58 Broadway, New York. Received and filed December 8, 1881.

54. The Baltimore and Ohio Telegraph Company, Welty McCullogh, secretary, Pittsburg, Pa. Received and filed March 6, 1882.

55. East Tennessee Telephone Company, D. I. Carson, secretary, New York. Received and filed May 31, 1882.

56. Southern Telegraph Company, James F. Cox, president, 48 Exchange Place, New York. Received and filed August 4, 1882.

57. Postal Telegraph Company, A. W. Beard, president, 2 Wall street, New York. Received and filed August 31, 1882.

58. Bankers' and Merchants' Telegraph Company of Baltimore City, J. G. Case, secretary, 58 Broadway, New York. Received and filed December 14, 1882.

59. Mutual Union Telegraph Company of New York, John G. Moore, president, New York, N. Y. Received and filed March 5, 1883.

60. The Baltimore and Ohio Telegraph Company in Pennsylvania, J. B. Washington, secretary, Pittsburg, Pa. Received and filed March 17, 1883.

61. The Baltimore and Ohio Telegraph Company of Indiana, George P. Frick, president; Daniel T. Downey, secretary, Baltimore, Md. Received and filed July 17, 1883.

62. The Baltimore and Ohio Telegraph Company of the State of New York, George P. Frick, president; Edward R. Golliday, secretary, Baltimore, Md. Received and filed July 17, 1883.

63. The Northern and Southern Telegraph Company, corner State and Bridges streets, New York City, John F. Davis, president; William H. Harfield, secretary. Received and filed September 28, 1883.

64. Baltimore and Ohio Telegraph Company of New Jersey, George P. Frick, president; Edward R. Golliday, secretary, Trenton, N. J. Received and filed November 7, 1883.

65. National Telegraph Company of New York, Calvin S. Brice, president, New York, N. Y.; F. E. Worcester, secretary. Received and filed January 31, 1884.

66. Philadelphia and Seaboard Telegraph Company of New Jersey, Milton Cowperthwaite, secretary, Camden, N. J. Received and filed February 23, 1884.

67. Providence and Pascoag Telegraph Company of Rhode Island, D. H. Bates, president, New York; F. Jessen, secretary. Received and filed July 10, 1884.

68. Baltimore and Ohio Telegraph Company of Missouri, George P. Frick, president, Baltimore, Md. Received and filed July 18, 1884.

69. Baltimore and Ohio Telegraph Company of Louisiana, D. H. Bates, president, Baltimore, Md. Received and filed July 25, 1884.

70. The New England Telegraph Company, F. A. McKeone, president, New York. Received and filed July 26, 1884.

71. The Baltimore and Ohio Telegraph Company of Texas, D. H. Bates, president, New York. Received and filed August 13, 1884.

72. The New England Telegraph Company of Massachusetts, Dan. S. Robeson, New York, vice-president. Received and filed September 5, 1884.

73. The Chesapeake and Ohio Telegraph Lines, C. W. Smith, general manager, Richmond, Va. Received and filed September 29, 1884.

74. The Baltimore and Ohio Telegraph Company of Massachusetts, D. H. Bates, president, Boston, Mass. Received and filed December 15, 1884.

75. The Postal Telegraph and Cable Company, Henry Rosener, 2d vice-president, New York. Received and filed January 29, 1885.

76. The Pacific Telegraph Company, George H. Myers, secretary, Kansas City, Mo. Received and filed July 27, 1885.

77. The Baltimore and Ohio Telegraph Company of Baltimore County, Md., D. H. Bates, president, Baltimore, Md. Received and filed February 20, 1886.

78. Postal Telegraph-Cable Company, Jas. H. Withington, president, New York. Received and filed April 6, 1886.

79. The North American Telegraph Company, W. H. Eustis, secretary, Minneapolis, Minn. Received and filed April 22, 1886.

80. The San Juan Telegraph Company, W. E. Block, secretary, Ouray, Colo., Received and filed June 9, 1886.

81. Pacific Postal Telegraph-Cable Company, Henry Rosener, president, New York, N. Y. Received and filed July 20, 1886.

82. The Baltimore and Ohio Telegraph Company of Pennsylvania, R. Duryea, secretary, Baltimore, Md. Received and filed September 11, 1886.

83. The Manhattan Railway Company, D. W. McWilliams, secretary, New York, N. Y. Received and filed October 6, 1886.

84. The Pacific Mutual Telegraph Company, George M. Myers, secretary, Rosedale, Kans. Received and filed February 24, 1887.

85. The Empire and Bay State Telegraph Company, Henry Macdona, secretary, New York, N. Y. Received and filed July 12, 1887.

86. The Spokane Falls and Wardner Telephone-Telegraph Lines, W. S. Norman, owner, Spokane Falls, Wash. Received and filed August 17, 1887.

87. The Rocky Mountain Telegraph Company, W. M. Cairns, general manager, Butte, Mont. Received and filed August 18, 1887.

88. The Central Arizona Telegraph Company, L. H. Wilson, president, Prescott, Ariz. Received and filed October 6, 1887.

89. W. S. Norman's U. S. Military Telegraph Line. Between Fort Cœur d'Alene and Spokane Falls. W. S. Norman, Spokane Falls, Wash. Received and filed October 13, 1887.

90. The Wyoming Inland Telegraph Company, F. B. Proctor, secretary, Buffalo, Wyo. Received and filed October 19, 1887.

91. The Chicago Postal Telegraph Company, Marcus Pollasky, president, Chicago, Ill. Received and filed January 3, 1888.

92. The Western Union Telegraph Company of Baltimore City, Richard J. Bloxham, president, Baltimore, Md. Received and filed January 7, 1889.

93. The Southern Bell Telephone and Telegraph Company, D. I. Carson, secretary, 195 Broadway, New York. Received and filed February 18, 1889.

94. The Washington and Idaho Telegraph Company, E. B. Spencer, secretary, Spokane Falls, Wash. Received and filed May 11, 1889.

95. The Continental Telegraph Company, E. L. Martin, president, Kansas City, Mo. Received and filed May 27, 1889.

96. The Maryland Central Railway Company, C. F. Kerchner, secretary, Baltimore, Md. Received and filed September 6, 1889.

97. The Edison Mutual Telegraph Company, Titus Sheared, president, Van Wert, Ohio. Received and filed November 11, 1889.

98. The Atlantic Postal Telegraph-Cable Company, A. B. Chandler, president, 1 Broadway, New York, N. Y. Received and filed August 2, 1890.

99. The New York Submarine Cable and Telegraph Company, S. F. Austin, secretary, Brooklyn, N. Y. Received and filed September 2, 1892.

100. The New England Printing Telegraph Company, Charles O. Billings, president, Boston, Mass. Received and filed December 5, 1892.

PART II.

THE POSTAL SERVICE.

TITLE II.

THE FISCAL SYSTEM OF THE POSTAL SERVICE.

CHAPTER FOUR.

OF THE REVENUES.

Sec. 98. The Revenue System.—The revenues for the maintenance of the postal service are derived from:

(1) Postages, box rents, and miscellaneous receipts by postmasters.

(2) The net proceeds of the money-order business.

(3) Transportation of mails for foreign countries.

(4) Fines, penalties, and forfeitures imposed for violation of postal laws.

(5) Dead letters.

(6) Miscellaneous sources.

(7) Appropriations by Congress, when necessary, from the General Treasury.

Revenues from all sources but the first named go direct into the General Treasury for the use of the Post-Office Department.

Mainly the revenues are collected by postmasters, and are applied in part to the expenditures of the service, under the law and special orders, by postmasters. All revenues not so expended are deposited by postmasters with their respective district depositaries, or with the Treasurer or some Assistant Treasurer of the United States, through whom the moneys are turned into the Treasury. No postmaster can otherwise turn over any moneys so as to receive credit therefor, except upon special written orders from the Postmaster-General. The Department at Washington never receives or handles any portion of such revenues collected by postmasters. (See section 139.)

Sec. 99. Post-Office Receipts.—All postages, box rents, and other receipts at post-offices shall be accounted for as part of the postal revenues; and each postmaster shall be charged with and held accountable for any part of the same accruing at his office, which he has neglected to collect, the same as if he had collected it. (R. S., § 4051.)

Sec. 100. Money-Order and Other Receipts.—Unclaimed money in dead letters, for which no owner can be found; all money taken from the mail by robbery, theft, or otherwise, which may come into the hands of any agent or employé of the United States, or any other person whatever; all fines and penalties imposed for any violation of the postal laws, except such part as may by law belong to the informer or party prosecuting for the same; and all money derived from the sale of waste paper or other public property of the Post-Office Department, shall be deposited in the Treasury, under the direction of the Postmaster-General, as part of the postal revenue. And the Postmaster-General shall cause to be placed to the credit of the Treasurer of the United States, for the service of the Post-Office Department, the net proceeds of the money-order business; and the receipts of the Post-Office Department derived from this source during each quarter shall be entered by the Sixth Auditor in the accounts of such Department under the head of "revenue from money-order business." (R. S., § 4050.)

Receipts from transportation of the mails for foreign countries arise under the Postal Union Convention and other postal treaties, and the balances of account due the United States upon periodical adjustments are paid by remittances to the Department and deposited in the Treasury as "letter postages paid in money."

As to receipts from fines, penalties, and forfeitures, see section 252.
As to Department sales of waste paper, etc., see sections 51, 52.

Sec. 101. Return of Stolen Property to Owners.—Whenever the Postmaster-General is satisfied that money or property stolen from the mail, or the proceeds thereof, has been received at the Department, he may, upon satisfactory evidence as to the owner, deliver the same to him. (R. S., § 4058.)

PROVISION OF STAMPS AND STAMPED PAPER.

Sec. 102. Postage Stamps for Payment of Postage.—The Postmaster-General shall prepare postage stamps of suitable denominations, which, when attached to mail matter, shall be evidence of the payment of the postage thereon. (R. S., sec. 3914.)

As to contracts for their manufacture and the stamp agent, see sections 63 *et seq.*, 33.

Sec. 103. Postage Stamps: Kinds and Denominations.—Of postage stamps, three kinds, each consisting of various denominations, are provided, viz: Ordinary stamps, which are used to prepay postage on ordinary mail matter of the first, second, third, and fourth classes, and registration fees; postage-due stamps, which are used for the collection

of unpaid postage; newspaper and periodical stamps, which are used to pay postage on second-class matter which is entitled to pound rates.

Authoritative description of these stamps, when changes are made, is furnished through the Official Guide.

Sec. 104. Special-Delivery Stamps of the denomination of 10 cents, are provided under the act of March 3, 1885 (see section 633); and, except that no commissions are allowed on their cancellation, they are supplied, sold, and accounted for as revenues in the same manner as other stamps; the amount allowed the postmaster for delivery being chargeable as expenditure.

Sec. 105. Stamped Envelopes.—The Postmaster-General shall provide suitable letter and newspaper envelopes, with such watermarks or other guards against counterfeits as he may deem expedient, and with postage stamps with such device and of such suitable denominations as he may direct, impressed thereon; and such envelopes shall be known as "stamped envelopes," and shall be sold, as nearly as may be, at the cost of procuring them, with the addition of the value of the postage stamps impressed thereon; but no stamped envelope furnished by the Government shall contain any lithographing or engraving, nor any printing except a printed request to return the letter to the writer. Letters and papers inclosed in such stamped envelopes shall, if the postage stamp is of a denomination sufficient to cover the postage properly chargeable thereon, pass in the mail as prepaid matter. (R. S., § 3915.) (See section 368.)

Sec. 106. Kinds of Stamped Envelopes.—Of stamped envelopes, two kinds, each consisting of various sizes, qualities of paper, and denominations, are provided, viz: Ordinary, which may be either plain or bear a blank request to return; and special request, which bear a printed request for the return of unclaimed letters, with the name and post-office address printed in full, and which are furnished by the Department without extra charge for such printing.

Sec. 107. Postal Cards.—To facilitate letter correspondence, and to provide for the transmission in the mails, at a reduced rate of postage, of messages, orders, notices, and other short communications, either printed or written in pencil or ink, the Postmaster-General is authorized and directed to furnish and issue to the public, with postage stamps impressed upon them, "postal cards," manufactured of good stiff paper of such quality, form, and size as he shall deem best adapted for general use; which cards shall be used as a means of postal intercourse, under rules and regulations to be prescribed by the Postmaster-General, and when so used shall be transmitted through the mails at a postage charge of 1 cent each, including the cost of their manufacture. (R. S., § 3916.)

For regulations governing their mailability see section 273.

Sec. 108. Postal Cards for Foreign Use.—And the Postmaster-General is hereby authorized to furnish and issue to the public postal cards

with postage stamps impressed upon them, for circulation in the mails exchanged with foreign countries under the provisions of the Universal Postal Union Convention of June 1, 1878, at a postage charge of 2 cents each, including the cost of their manufacture. (Act of March 3, 1879, § 1, 20 Stats., 357.)

The ordinary postal card may, by affixing an additional 1 cent adhesive postage stamp, be used for such purpose.

Sec. 109. Letter-sheet Envelopes, and Double Postal Cards.—That the Postmaster-General is hereby authorized to take the necessary steps to introduce and furnish for public use a letter-sheet envelope, on which postage stamps of the denominations now in use on ordinary envelopes shall be placed. And the Postmaster-General is also authorized to introduce and furnish for public use a double postal card, on which shall be placed two 1-cent stamps, and said card to be so arranged for the address that it may be forwarded and returned, said cards to be sold for 2 cents apiece; and also to introduce and furnish for public use a double-letter envelope, on which stamps of the denominations now in use may be placed, and with the arrangement for the address similar to the double postal card; said letter sheet and double postal card and double envelope to be issued under such regulations as the Postmaster-General may prescribe. * * * *And provided*, that no money shall be paid for royalty or patent on any of the articles named. (Act of March 3, 1879, § 32, 20 Stats., 362.)

Sec. 110. Improvements in Stamps and Envelopes.—The Postmaster-General may, from time to time, adopt such improvements in postage stamps and stamped envelopes as he may deem advisable; and when any such improvement is adopted, it shall be subject to all the provisions herein respecting postage stamps or stamped envelopes. (R. S., § 3917.)

Sec. 111. Other Provisions Affecting Stamps, etc.—The words, "obligation or other security of the United States" shall be held to mean * * * stamps and other representatives of value, of whatever denomination, which have been or may be issued under any act of Congress. (R. S., § 5413.) No portrait shall be placed upon any of the bonds, securities, notes, fractional or postal currency of the United States while the original of such portrait is living. (R. S., § 3576.)

And it is made a penal offense to design, engrave, print, or in any manner make, execute, or utter any business or professional card or advertisement on any security of the United States.

Sec. 112. Business Circulars and Cards in Likeness of U. S. Security.—It shall not be lawful to design, engrave, print, or in any manner make or execute, or to utter, issue, distribute, circulate, or use, any business or professional card, notice, placard, circular, handbill, or advertisement, in the likeness or similitude of any bond, certificate of indebtedness, certificate of deposit, coupon, United States note, Treasury note, fractional note, or other obligation or security of the United States,

which has been or may be issued under or authorized by any act of Congress heretofore passed or which may hereafter be passed; or to write, print, or otherwise impress upon any such instrument, obligation, or security, any business or professional card, notice, or advertisement, or any notice or advertisement of any matter or thing whatever. Any person violating this section shall be liable to a penalty of one hundred dollars, recoverable one-half to the use of the informer. (R. S., § 3708.)

Section 5413, R. S., defines the words "obligation or other security of the United States," in substance, to mean all representatives of value issued by authority of Congress. Postals cards, money orders, postal notes, etc., are "representatives of value" issued by authority of Congress.

STAMP SUPPLIES TO POSTMASTERS.

Sec. 113. To be Furnished and Sold.—Postage stamps and stamped envelopes shall be furnished by the Postmaster-General to all postmasters, and shall be kept for sale at all post-offices; and each postmaster shall be held accountable for all such stamps and envelopes furnished to him. (R. S., § 3918.)

Sec. 114. Postmasters not Supplied until Commissioned nor when Delinquent.—No postmaster will be supplied with stamps or stamped paper until his commission shall have been duly issued; and no postmaster who has failed to render any quarterly returns to the Auditor will be supplied until all delinquent returns shall have been received.

Sec. 115. Postmasters must Keep Themselves Supplied.—Postmasters must, by timely requisitions in anticipation of their necessities, to be made at any time when so required, keep their offices supplied with postage stamps of every kind, with stamped envelopes, newspaper wrappers, and postal cards in sufficient quantity to meet the public demand upon them, generally calculating for at least three months in advance. A failure to do so is reprehensible; but, should it occur, temporary supplies may be purchased from some other post-office, although this should be done only in a case of the most urgent necessity. Supplies so purchased they are not required to include in their quarterly returns, nor will the amount of them be reckoned in calculating the business of their offices. On the other hand, if a postmaster lends or transfers stamps or stamped paper to another, without the special order of the Department, he will continue responsible for them and be allowed no credit, nor will the borrower, in case of their loss by fire or otherwise, be allowed credit for them.

Sec. 116. Requisitions.—Requisitions for postage stamps of all kinds, for stamped envelopes, newspaper wrappers, and postal cards, must be made upon forms (No. 3201–2–3 and 3285), which will be furnished by the First Assistant Postmaster-General through the Division of Post-Office Supplies. Especial care must be taken to fill the blank form with

the names of the post-office, county, and State, the date of the order, the number and amount of each of the several kinds wanted, and also the number and amount of each on hand, together with the average monthly requirement. The requisition must be signed with ink by the postmaster himself; except that, if he be sick or absent, the assistant may sign the postmaster's name, adding his own as assistant, thus:

RICHARD DOE, *P. M.*,
By JOHN ROE, *Assistant P. M.*

Unless the blank be so properly filled out and signed the requisition will not be honored, but returned for correction, whereby delay will ensue. The requisition must be forwarded to the Third Assistant Postmaster-General (Stamp Division).

Sec. 117. First Requisitions for Newspaper Stamps.—When newspaper and periodical stamps are for the first time ordered, the requisition should be accompanied by a copy of the publication for the mailing of which the stamps are desired, to enable the Department to determine its admissibility to the mails at second-class rates. Unless such a requisition is so made for stamps, as soon as the first newspaper or periodical published to be mailed at the office is presented for mailing, the postmaster will be held for the difference in postage if the publication be adjudged inadmissible at second-class rates.

NOTE.—As to the duty of the postmaster respecting the entry of new publications as second-class matter, see sections 282–286.

Sec. 118. Requisitions for Special-Request Envelopes.—Requisitions for special-request envelopes must be made by postmasters immediately upon receiving orders from parties wanting them, at whatever time in the quarter it may be, and upon the blank form (No. 3202) furnished by the Department for the purpose.

When money, which has been paid to a post-office upon an order for special-request envelopes, is lost or embezzled, the envelopes will be furnished according to the order, and the postmaster held for the money if the loss be chargeable to the fault of himself, his clerks, or employés.

See Sansser's case, 9 Ct. Claims R., 338; Bank of Boston *v.* U. S., 10 Id., 519; Garfields *v.* U. S., 11 Id., 601; McCollum *v.* U. S., 17 Id., 102; Pierce *v.* U. S., 7 Id., 65; The Floyd Acceptances, 7 Wall., 666.

Sec. 119. Rules Governing the Supply of Special-Request Envelopes.—The following rules will be strictly adhered to in connection with the supply of special-request envelopes:

1. Neither superscriptions nor special devices of any kind will be printed.

2. The printing of cards and requests across the end has been discontinued. In future they will be printed on the upper left-hand corner only.

3. Business avocations or employments will be excluded from cards and requests.

4. Cards and requests must be limited to the following matter, or so much thereof as may be desired, to-wit: First, the name of the writer, whether individual, firm, company, or corporation. Second, the post-office address, including number and name of street, name of city or town, county, and State. The name of the post-office as given for printing must correspond in spelling with that given in the Official Guide. Third, a request to return if not delivered within a given or blank number of days.

5. Should it be desired to leave in blank the post-office address of the party to whom the envelopes are to be made returnable, it must be so stated.

6. When the name and post-office address only are desired, without a request to return, the order must so specify; in which case, by law, the letter will be returnable, if not delivered within thirty days. (See sec. 592.)

7. No variations will be made in the style of type, the color of ink, or the form of request adopted by the Department; neither will cards or requests be surrounded by borders of any kind.

8. If possible, a printed card should always accompany the order; if not, the matter desired to be printed must be plainly written, in order that mistakes may be avoided.

9. Cards or requests will not be printed on newspaper wrappers, or envelopes for covering circulars.

10. Requests making envelopes returnable to another post-office than that of the postmaster who makes requisition for them will not be printed, unless the party for whose use they are intended is accustomed to receive mail at both places, or some other sufficient reason is given with the postmaster's requisition or plainly written thereon.

Sec. 120. Postmasters to Count Supplies when Received.—Upon receiving any supplies of stamps or stamped paper, postmasters are required to count them in the presence of a disinterested witness, to date and sign the receipt, and transmit the same to the Third Assistant Postmaster-General (Stamp Division). In case of any deficiency the affidavit of the postmaster and that of the witness, stating the amount of such deficiency, with all the facts in the case, will be necessary in order to obtain credit therefor; and in every such case the wrapper, label, and box, or wooden case in which the supplies were received, should also be transmitted with such affidavit and a letter making the claim to the Third Assistant Postmaster-General, and a record kept by the postmaster of the number, date, address, and all other marks on the same. Receipts must be signed in the same manner as requisitions.

Sec. 121. Damaged Supplies, how Treated.—If any portion of a parcel of stamps, received upon requisition, be found to be damaged, the postmaster will sign the receipt for the whole amount of the parcel, and, having written across the face of the receipt the number and amount of stamps, envelopes, wrappers, or cards unfit for use, he will return the

same, together with the receipt, to the Third Assistant Postmaster-General (Stamp Division), who will give credit for the amount returned. If the damage be total the entire amount should be returned, with the receipt properly signed, and then requisition on Form 3201 should be made for such stamps as are needed, postmaster noting on face, "To replace damaged stamps returned." The package must be registered, and the postmaster must be able to prove the act of mailing it by a disinterested witness. Postmasters failing to register such packages will not receive credit for the amount alleged to have been returned, in case the same fails to reach the Department. When supplies are damaged by fire or other casualty after they are received, they will be returned to the Third Assistant Postmaster-General (Stamp Division), who will allow credit for the amount thus returned, upon satisfactory evidence that the stamps returned were those with which the postmaster returning them was charged.

Sec. 122. Mistakes in Printing Special-Request Envelopes.—Special-request envelopes which may be refused by the parties ordering them, on account of misprinting or other mistake, should be sent registered to the Third Assistant Postmaster-General (Stamp Division), with a letter of advice. If the mistake occurred through the fault of the Department, or of the manufacturer of the envelopes, credit for their full value will be given in the postmaster's account, and the requisition will be re-filled; if otherwise, credit for the postage value only of the envelopes will be given, and the postmaster should forward a new and correct requisition. The postmaster must not dispose of special-request envelopes to any other than the party for whose use they were ordered.

FOR RULES GOVERNING THE ENTRY OF SUPPLIES on account and returns, see sections 189, 191–195, *et seq.*

DISPOSITION OF STAMPS, ETC.

Sec. 123. Postage Stamps Sold at Discount to Designated Agents.—Postage stamps and stamped envelopes may be sold at a discount to certain designated agents, who will agree to sell again without discount, under rules to be prescribed by the Postmaster-General; but the quantities of each sold to any one agent at any one time shall not exceed one hundred dollars in value, and the discount shall not exceed 5 per centum on the face value of the stamps, nor the same per centum on the current price of the envelopes when sold in less quantities. (R. S., § 3919.)

This system of selling has been sometime since wholly discontinued. No such agents exist or will be appointed; no stamps or stamped paper will be sold at a discount, and no percentage on sales will be allowed under any circumstances.

In the larger cities agencies for the sale of stamps and other post-office service are provided through the postmaster.

Sec. 124. Stamped Envelopes, etc., to be Sold at Cost.—No stamped envelopes or newspaper wrappers shall be sold by the Post-Office Depart-

ment at less (in addition to the legal postage) than the cost, including all salaries, clerk hire, and other expenses connected therewith. (Act of July 12, 1876, § 14, 19 Stats., 82.)

Sec. 125. Irregular Sales and Misuse Forbidden.—Postage stamps shall not be sold for any larger sum than the value indicated on their face, nor stamped envelopes for more than is charged therefor by the Post-Office Department for like quantities. Any person connected with the postal service who shall violate this provision shall be punishable by a fine of not less than $10 nor more than $500. (R. S., § 3920.) And no postmaster of any class, or other person connected with the postal service, entrusted with the sale or custody of postage stamps, stamped envelopes, or postal cards, shall use or dispose of them in the payment of debts or in the purchase of merchandise or other salable articles, or pledge or hypothecate the same, or sell or dispose of them except for cash, or sell or dispose of postage stamps or postal cards for any larger or less sum than the values indicated on their faces, or sell or dispose of stamped envelopes for a larger or less sum than is charged therefor by the Post-Office Department for like quantities, or sell or dispose of postage stamps, stamped envelopes, or postal cards otherwise than as provided by law and the regulations of the Post-Office Department; and any postmaster, or other person connected with the postal service, who shall violate any of these provisions, shall be deemed guilty of a misdemeanor, and, on conviction thereof, shall be fined in any sum not less than $50 nor more than $500, or be imprisoned for a term not exceeding one year. (Act of June 17, 1878, 20 Stats., 141.)

Sec. 126. Price of Stamped and Letter-Sheet Envelopes.—The Postmaster-General fixes by order, from time to time, the prices at which letter-sheet envelopes, and the various sizes, qualities, and denominations of stamped envelopes and newspaper wrappers will be sold to the public, singly or in parcels of different numbers, depending upon the cost of production; and information of these prices is furnished to postmasters and the public by circulars from the Department. The prices so fixed, must, without change, govern their sale by postmasters and all persons intrusted with their sale or custody.

Postmasters should be accommodating, but are not required to lose the fractions of cents in selling; if the postmaster can not readily make change the purchaser must tender the exact price of the quantity wanted.

Sec. 127. Exchange of Postage Stamps Prohibited.—The exchange of postage stamps or stamped envelopes for those of other denominations to accommodate private parties is strictly prohibited, except in redemption of stamped paper, as provided in section one hundred and eighty-one.

Sec. 128. Postmasters not Required to Accept Mutilated Currency.—Postmasters are not required by law to redeem or accept in payment of post-office dues, money orders, stamps, or stamped envelopes, any cur-

rency which may be so mutilated as to be uncurrent; nor is it any part of their duty to receive and transmit to the Treasury for redemption, mutilated currency belonging to individuals, except as regular mail matter, forwarded in the usual manner, at the risk of the owner, postage prepaid. Such packages are entitled to registration without fee. (Section 1039.)

Sec. 129. What Money not Receivable.—Foreign gold and silver coins, not being a legal tender in the United States, should not be accepted by postmasters, nor should they accept any coins which have been mutilated (perforated or abraded), because the Treasury Department will not receive such coins. If counterfeit money be accepted the postmaster must bear the loss. Minor coins of the United States—five-cent, three-cent, and one-cent pieces—are legal tender to the amount of twenty-five cents.

Sec. 130. Newspaper and Periodical Stamps are never to be sold to any persons, nor loaned to other postmasters. Their only proper use is to be affixed and immediately canceled on the stub of each receipt given for second-class matter accepted for mailing, at the rate of one cent a pound or fraction thereof. The exact amount should be affixed by using stamps of different denominations, and the stamp must not be cut to alter its value. Ordinary stamps cannot be used for this purpose. Second-class matter, elsewhere defined, must be brought to the post-office and there weighed in bulk, and the true weight stated in the receipt and stub, which will be furnished by the Department in convenient book form. For convenience the postmaster may receive from the publisher of a daily newspaper the deposit of sufficient money in advance to pay more than a single mailing, but must affix the proper stamps to the stub representing each mailing, charging the deposit accordingly, and never exceeding it. Postmasters must return punctually at the end of every quarter, to the Third Assistant Postmaster-General, by registered mail, in special envelopes provided for the purpose, the stubs of all receipts given for newspaper and periodical postage collected during the quarter, together with the statement required by section 208.

Before returning the stubs, the calculations and footings should be reviewed and made correct. The stubs should then be detached from the book, arranged in numerical order, fastened together at the upper left-hand corner, and the name of the post-office, county, and State written thereon. The postmaster will continue to use what is left of the stub-book. The stamps attached to the stub book must never be removed, nor the books disposed of other than as herein directed. Postmasters should never neglect to attach to the stub book the full amount of stamps to cover all postage collected for this class of matter, as failure so to do will be evidence tending to show embezzlement.

Sec. 131. Postage-Due and Special-Delivery Stamps.—Postage-due stamps are to be used for matter of the first, third, and fourth classes and mat-

ter of the second class when mailed by others than publishers or news agents (see section 302) which has passed through the mails and arrived at destination with the postage partly or wholly unpaid. The manner of using these stamps is explained in sections 513–515.

Special-delivery stamps can be used only to obtain immediate delivery of letters as provided in chapter 20.

Sec. 132. Redemption of Spoiled Stamped Envelopes.—When stamped envelopes or newspaper wrappers, belonging to private persons, shall have been spoiled by misdirection, they may be redeemed at the face value of the stamps thereon in adhesive stamps or postal cards, by any postmaster, if they be presented in substantially a whole condition, and he be satisfied that they have never been used, and that the misdirection occurred at the place where his office is situated. Stamped envelopes which have become unserviceable to the owners through mistakes in printing or because the printed addresses thereon are no longer suitable to use, may be likewise redeemed on the same conditions.

In any case of doubt the postmaster should refer the question with a careful statement of the facts, to the Third Assistant Postmaster-General.

Sec. 133. Disposal of Redeemed Stamped Envelopes and of Postage Stamps that Become Unserviceable while in Possession of Postmasters.—Stamped envelopes redeemed under the preceding section must be sent, registered, to the Third Assistant Postmaster-General (Stamp Division), with a special letter, stating the number and amount of each denomination; and the postmaster must have a disinterested witness to the mailing thereof. Unless the letter be registered, credit for its contents will not be allowed if it fail to reach the Department. Such returns should not be made oftener than once a quarter nor until there be a sufficient accumulation.

CREDIT FOR LOSSES BY FIRE, BURGLARY, or other unavoidable casualty may be obtained in the manner provided in Chapter Eight.

Postage stamps that become unserviceable while in possession of a postmaster may also be returned for credit by registered mail to office Third Assistant Postmaster-General. The stamps, when not returned in sheets should be put up, each denomination by itself, in packages of 100 or less and accompanied by letter of advice signed by the postmaster entitled to credit for the same, giving the number of each denomination of stamps returned.

DUTIES OF POSTMASTERS AS CUSTODIANS OF PUBLIC MONEYS.

Sec. 134. General Rules.—The Treasurer of the United States, all assistant treasurers, and those performing the duties of assistant treasurer, all collectors of the customs, all surveyors of the customs, acting also as collectors, all receivers of public moneys at the several land offices, all postmasters, and all public officers of whatsoever character, are required to keep safely, without loaning, using, depositing in banks,

or exchanging for other funds than as specially allowed by law, all the public money collected by them, or otherwise at any time placed in their possession and custody, till the same is ordered, by the proper Department or officer of the Government, to be transferred or paid out; and when such orders for transfer or payment are received, faithfully and promptly to make the same as directed, and to do and perform all other duties as fiscal agents of the Government, which may be imposed by any law, or by any regulation of the Treasury Department made in conformity to law. (R. S., § 3639.)

Sec. 135. Money to be Safely Kept.—Postmasters shall keep safely, without loaning, using, depositing in an unauthorized bank, or exchanging for other funds, all the public money collected by them, or which may come into their possession, until it is ordered by the Postmaster-General to be transferred or paid out. (R. S., § 3846.)

For punishment for violation of the two preceding sections, see section 1446.

Sec. 136. Deposits in Banks.—Any postmaster, having public money belonging to the Government, at an office within a county where there are no designated depositories, treasurers of mints, or Treasurer or assistant treasurers of the United States, may deposit the same, at his own risk and in his official capacity, in any national bank in the town, city, or county where the said postmaster resides; but no authority or permission is or shall be given for the demand or receipt by the postmaster, or any other person, of interest, directly or indirectly, on any deposit made as herein described; and every postmaster who makes any such deposit shall report quarterly to the Postmaster-General the name of the bank where such deposits have been made, and also state the amount which may stand at the time to his credit. (R. S., § 3847.)

Sec. 137. Private Bank Can not Receive Deposits.—Every banker, broker, or other person not an authorized depositary of public moneys, who knowingly receives from any disbursing officer, or collector of internal revenue, or other agent of the United States, any public money on deposit, or by way of loan or accommodation, with or without interest, or otherwise than in payment of a debt against the United States, or who uses, transfers, converts, appropriates, or applies any portion of the public money for any purpose not prescribed by law, and every president, cashier, teller, director, or other officer of any bank or banking association who violates any of the provisions of this section, is guilty of an act of embezzlement of the public money so deposited, loaned, transferred, used, converted, appropriated, or applied, and shall be punished as prescribed in section 5488. (R. S., § 5497.)

Sec. 138. Further Directions.—The preceding four sections relate only to the temporary custody of funds by postmasters, and are subject to the succeeding provisions in regard to deposits, and to the regulations for prompt remittance of money-order funds. Except as therein provided, no restriction beyond the exercise of ordinary care is laid upon the manner in which funds are kept, the same being at the postmaster's

risk. All funds in postmasters' hands should be in current money immediately available to pay drafts of the Department, money orders, and authorized expenses, and to deposit.

REVENUE DEPOSITS BY POSTMASTERS.

Sec. 139. Deposits of Revenue.—The postmaster at Washington, and postmasters at cities where there is an assistant treasurer, shall deposit the postal revenues and all money accruing at their office, with such assistant treasurer, as often as once a week at least, and as much oftener as the Postmaster-General may direct. (R. S., § 3848.)

All other presidential postmasters must deposit monthly with the depositary designated by special instructions from the Third Assistant Postmaster-General. Fourth-class postmasters must deposit quarterly with the depositary designated in the Official Guide for the month of January last preceding the date of deposit, unless otherwise specially instructed by the Department. Should the convenience of a postmaster greatly require a different depositary than the one thus designated, he must apply to the Third Assistant Postmaster-General for a change. All postmasters referred to in this paragraph must make their deposits as soon as possible after the end of the month or quarter, as the case may be, and any postmaster who fails to do this will be held liable for any loss that may result from such delay. (For instructions as to the manner in which deposits are to be made, see sections 147 and 1404.)

No delay whatever will be excused in making deposits promptly at the prescribed period.

Deposits can not be made with the Department direct of any of the revenues. If money be sent in violation of this regulation it may be returned at the risk of the postmaster sending it.

Sec. 140. Entire Balance to be Deposited.—Deposits must embrace the entire amount of postal funds due the Government at the prescribed period. Want of funds is no excuse for any failure, because the postmaster is not permitted to give credit on sales or for box rents (which must be collected in advance), and is forbidden any use of postal funds, but must keep them constantly on hand (separate from all other funds). Short deposits will not be excused for the want of "change," because coins, silver and nickel, can be transmitted in registered letters; nor will it be accepted as an excuse that the postmaster does not know the exact amount of his indebtedness, nor that he is waiting on the Auditor for a statement of his account. He must in every case deposit a sum sufficient to cover the balance due, and, if there be any excess, it will be credited on his account for the next quarter; and he may make the claim in his letter of transmittal.

Postmasters who have suffered losses of postal funds, stamps, stamped envelopes, newspaper wrappers, or postal cards by reason of fire, burglary, or other unavoidable casualty, and who have made regular claim for credit or reimbursement (see section 225), will not be required to

immediately deposit the value of the articles so lost. Any balance standing against a postmaster on account of such a loss may remain outstanding until his claim shall be determined. Whatever balance may then appear due, after deducting such credit as the Department may give, must be at once deposited.

On receipt of a statement from the Auditor disallowing items or correcting errors in his account and requiring a deposit of the balance shown by the statement, deposit must be promptly made as above required.

Sec. 141. Deposits by Retiring Postmasters.—When a postmaster goes out of office the full amount due by him to the Government, according to his own account, must be at once deposited with his designated depositary, and not with his successor. The postmaster must not wait to ascertain the exact balance on a final settlement of his account by the Auditor. (See sections 201 and 204.)

Sec. 142. Failure Cause for Removal and Punishment.—A failure either to deposit according to instructions or to pay a draft when presented will subject the delinquent postmaster to removal, unless satisfactory explanation is made to the Postmaster-General.

Such failure constitutes the crime of embezzlement, and is severely punishable. (See sections 1445 and 1446.)

Sec. 143. To Report the Cause of Failure.—If at the appointed period for making his deposits a postmaster has no balance to deposit—that is, his authorized expenditures equal or exceed his receipts, or he has suffered loss by reason of fire, burglary, or other unavoidable casualty—he must at once report to the Third Assistant Postmaster-General by letter, separate from other communications, the cause of failure, or he will be treated as delinquent.

Sec. 144. A Letter of Transmittal must accompany each deposit, giving the full name of the postmaster, the name of the post-office, county, and State, and the day, month, or quarter for which the deposit is made, and stating in detail the amount sent, and an accurate description of the money remitted. When the remittance is made by an assistant, deputy, or clerk, he should sign the letter of transmittal with the name of the postmaster, thus:

JOHN DOE, *P. M.*
By RICHARD ROE, *Assistant P. M.*

Care should be taken to give all the names and amounts in clear and legible writing. Neglect to observe these requirements will cause annoyance to the depositaries, much delay, and correspondence; and the postmaster will fail to receive his receipts or certificates of deposits until corrections and explanations have been made.

If from previous neglect to deposit, or other cause, a postmaster should make a deposit covering more than one month if a presidential postmaster, or one quarter if a fourth-class postmaster, his letter of

transmittal should state the amounts due on each period, so that separate certificates may be given by the depositary. So, when a postmaster makes deposit for another postmaster, he must particularly state the facts, because separate certificates are required for each as well as for each quarter.

Sec. 145. Credit by Certificate only.—Credit is to be taken by the depositing postmaster only upon his receipt of the certificate of deposit from the depositary. When any such certificate is received, the postmaster should carefully examine it to see that it is correct in every particular; and if so, the "original" must be stamped with his postmarking stamp and forwarded at once to the the Third Assistant Postmaster-General, and the "duplicate" retained as a voucher. Credit will not be given postmasters unless the names are correctly written in the body of the certificate.

Errors in certificates must be corrected by the depositary; and if one be discovered by the depositing postmaster on receipt of his certificate, he should at once return it to his depositary for correction. When a certificate is returned by the Department to a postmaster because of an error found in it, he should immediately forward "original" and "duplicate" to his depositary for correction. In either case he should point out the errors in a letter of advice.

Sec. 146. Lost Certificates.—To guard against loss in transmission, the postmaster should, if his "duplicate" be called for, take a copy of it before forwarding to the Department. If any certificate issued by the Treasurer or an assistant treasurer of the United States be lost, application should promptly be made to the Third Assistant Postmaster-General for a duplicate.

Sec. 147. Deposits are properly made in United States coin, Treasury notes, or national-bank notes. Neither postage stamps nor foreign coins or notes, nor mutilated coins or paper, nor bank checks, are receivable. Bank drafts may be deposited, but only at the postmaster's risk of loss, and subject to deduction for any expense of collection by the depositary. To reduce bulk, notes of the highest denominations procurable should be used. When deposits consist of paper money or coin, the same precautions will be observed as prescribed in section 1395 for the remittance of money-order funds.

The authority of the Postmaster-General to allow credit for funds remitted for deposit and lost in transit is restricted by statute to cases in which remittance has been made "*in compliance with his instructions;*" and any departure from the instructions embraced in this section or section 1404 will be at the postmaster's own risk.

Sec. 148. Duties of Depositaries.—Postmasters at depository offices should promptly examine and compare with the letter of transmittal, in presence of a disinterested witness, every deposit received, and at once return certificates in duplicate. If a remittance contain any apparently counterfeit notes, the depositary should submit them

to the nearest assistant treasurer of the United States or to the proper officer of a national bank for examination, who will, if found to be counterfeit, stamp or brand them in accordance with instructions from the Treasury Department; and they should then be returned with a certificate for the remainder of the remittance to the remitting postmaster. Separate certificates must be issued for the deposit for each quarter; and they must be properly filled up in a plain, legible hand, and the date and signature written by the postmaster or his assistant, according to section 144. Dating and money order stamps must not be used for dating certificates. Certificates of deposit will be numbered consecutively for each depositing office without regard to a change of postmasters, through each fiscal year, beginning with No. 1 from the first day of July, and ending on the 30th of June following.

Sec. 149. Accounts and Reports by Depositaries.—Every depositary shall keep his account of the money paid to or deposited with him, belonging to the Post-Office Department, separate and distinct from the account kept by him of other public moneys so paid or deposited. (R. S., § 3642.)

Every depositary will forward to the Sixth Auditor at the end of each week a transcript of deposits received during the week. Blanks for this purpose will be furnished by the First Assistant Postmaster-General, and these transcripts are in addition to the quarterly account and return.

Sec. 150. Deposits and Reports by Depositaries.—Postmasters at depository offices must in their turn make prompt deposit of the postal funds deposited with them as of their own surplus revenue. At the close of every quarter a statement must be rendered to the Third Assistant Postmaster-General (on Form 3049) by the postmaster at every depository post-office, showing the aggregate of deposits made with him during the quarter, the net revenue of his own office, and the disposition made of the whole. This statement is in addition to the transcript of deposits required by the preceding section to be sent to the Auditor.

Money-order funds are not within the provisions of this chapter. For directions on that subject see chapter 52.

Sec. 151. Deposits, how Brought into the Treasury.—All deposits on account of the postal service shall be brought into the Treasury by warrants of the Postmaster-General, countersigned by the Auditor; and no credit shall be allowed for any deposit until such warrant has been issued. (R. S., § 408.)

COLLECTION BY DRAFTS.

Sec. 152. Whenever it shall be deemed advisable by the Auditor, drafts will be issued for the collection of balances due by postmasters, late postmasters, and others; and immediately upon the receipt of such drafts by the postmaster in whose favor they are issued, it is his duty to notify the party or parties upon whom such drafts are drawn and demand prompt payment thereof, as instructed by the circulars accompanying the drafts.

Sec. 153. Duties of Drawee.—Upon the receipt of such notice and demand, it is the duty of the postmaster, or other person upon whom any such draft is drawn, to pay the amount thereof to the postmaster in whose favor it is issued, without delay and without risk or expense to the United States.

Sec. 154. Notification of Payment.—If the draft be collected by the postmaster, he shall immediately notify the Auditor by transmitting his receipt for the amount, as instructed by the circular accompanying the draft, and must, immediately on receipt of the draft for collection, charge himself upon his postal account with the amount of such draft.

Sec. 155. Notification of Nonpayment.—If the postmaster, late postmaster, or other person upon whom the draft is drawn, fail to respond to the demand within the time named in the Auditor's circular of instructions, the postmaster holding the draft must demand immediate payment of the sureties therein named, and will notify the Auditor by letter of such failure, communicating the reply to his demand, if any be received, when further instructions will be sent by the Auditor.

Sec. 156. Report of Cause of Failure to Collect.—If the exertions of the postmaster to collect from the party or his sureties prove unavailing he will communicate to the Auditor the cause of such failure, and also the residence and pecuniary circumstances of all the parties, if alive; or, if dead, the condition of their estates and the names and addresses of their administrators or executors.

Sec. 157. Responsibility for Uncollected Drafts.—If due diligence be not used in making the collection, or if, being unsuccessful, any postmaster fail to return the draft and proof of demand to the Auditor, or otherwise to give notice of such failure, or fail to give any information required in relation to the same, such neglect and want of fidelity will amount to a breach of the condition of his bond, and the draft will be permanently charged to the postal account of the postmaster holding it, and he and his sureties will be held responsible for the amount of the same.

Sec. 158. Postmasters may be Removed for Neglect to Collect.—The failure or refusal of a postmaster to comply strictly with instructions sent him in relation to the collection of drafts will be considered just ground for his removal from office.

Sec. 159. Suits upon Collection Drafts.—Upon the return of a collection draft upon a late postmaster or contractor unpaid, the Auditor will at once prepare and transmit to the Department of Justice certified copies of all the accounts and other papers necessary for the immediate institution of a suit against the principal and sureties, for the recovery of the balance due the United States.

NOTE.—Collection drafts are not issued for money-order funds.

REVENUES IN THE TREASURY.

Sec. 160. Postal Revenues to be Paid into Treasury.—The postal revenues and all debts due the Post-Office Department shall, when collected, be

paid into the Treasury of the United States, under the direction of the Postmaster-General; and the Treasurer, assistant treasurer, or designated depositary receiving such payment, shall give the depositor duplicate receipts therefor. (R. S., § 407.)

Sec. 161. Transfer of Postal Deposits.—The Postmaster-General may transfer money belonging to the postal service between the Treasurer, assistant treasurers, and designated depositaries, at his discretion, and as the safety of the public money and the convenience of the service may require. (R. S., § 3641.)

NOTE.—TRANSFER FROM TREASURY TO MONEY-ORDER FUNDS.—Authority is conferred on the Postmaster-General to transfer, by warrant countersigned by the Auditor, out of the postal revenues to any money-order postmaster, such sum as may be necessary above his current revenues to pay money-orders drawn on him.

CHAPTER FIVE.

OF EXPENDITURES.

Sec. 162. The System of Disbursements.—All expenditures for the maintenance of the postal service are made from the revenues derived as stated in section 98; but no disbursement or retention of any of these revenues is permissible until an appropriation thereof shall have been made by the Congress, nor in excess of the amounts appropriated for the respective purposes prescribed in the acts of appropriation. When appropriated, disbursement of the money is made by three methods:

1. By warrants of the Department drawn upon the Treasurer of the United States, countersigned by the Sixth Auditor.

2. By the retention by postmasters, out of their receipts, of their lawful salaries, and of allowances made to them by order of the Department for the maintenance and service of their offices.

3. By payments by certain postmasters, designated as disbursing officers, of such sums as they may be ordered by the Department to pay to its creditors and postal employés.

All disbursements are audited and the accounts thereof kept by the Sixth Auditor from the quarterly postal accounts of postmasters and from reports to him by the Department, and charged to the proper appropriation therefor.

Sec. 163. No Fees to Postal Employés.—No person employed in the postal service shall receive any fees or perquisites on account of the duties to be performed by virtue of his appointment. (R. S. § 3858.)

Sec. 164. Estimates for the Postal Service.—The Postmaster-General shall submit to Congress at each annual session an estimate of the

amount that will be required for the ensuing fiscal year, under each of the following heads:

First. Transportation of the mails.
Second. Compensation of postmasters.
Third. Compensation of clerks in post-offices.
Fourth. Compensation of letter-carriers.
Fifth. Compensation of blank agents and assistants.
Sixth. Mail depredations and special agents.
Seventh. Postage stamps and envelopes.
Eighth. Ship, steamboat, and way letters.
Ninth. Dead letters.
Tenth. Mail bags.
Eleventh. Mail locks, keys, and stamps.
Twelfth. Wrapping paper.
Thirteenth. Office furniture.
Fourteenth. Advertising.
Fifteenth. Balances to foreign countries.
Sixteenth. Rent, light, and fuel for post-offices.
Seventeenth. Stationery.
Eighteenth. Miscellaneous.

Such estimates shall show the sums paid under each head, and the names of the persons to whom payments are made out of the miscellaneous fund; but the names of persons employed in detecting depredations on the mail, and of other confidential agents, need not be disclosed. (R. S., § 3668.)

Provided, That hereafter, in making his estimates for Railway Mail Service, the Postmaster-General shall separate the estimate for postal-car service from the general estimates; and in case any increase or diminution of service by postal cars shall be made by him, the reasons therefor shall be given in his annual report next succeeding such increase or diminution. (Act of March 3, 1879, § 1, 20 Stats., 357.)

Sec. 165. Appropriations and Limitations.—The money required for the postal service in each year shall be appropriated by law out of the revenues of the service. (R. S. § 4054.)

All sums appropriated for the various branches of expenditure in the public service shall be applied solely to the objects for which they are respectively made, and for no others. (R. S., § 3678.)

For limitation of expenditures to amount appropriated, see section 66.

Sec. 166. Limitation on Unexpended Balances.—All balances of appropriations contained in the annual appropriation bills and made specifically for the service of any fiscal year, and remaining unexpended at the expiration of such fiscal year, shall only be applied to the payment of expenses properly incurred during that year, or to the fulfillment of contracts properly made within that year; and balances not needed for such purposes shall be carried to the surplus fund. This section, how-

ever, shall not apply to appropriations known as permanent or indefinite appropriations. (R. S., §3690.)

Sec. 167. Unexpended Balances Covered into the Treasury.—That from and after the first day of July, eighteen hundred and seventy-four, and of each year thereafter, the Secretary of the Treasury shall cause all unexpended balances of appropriations which shall have remained upon the books of the Treasury for two fiscal years to be carried to the surplus fund and covered into the Treasury: [* * * exceptions not affecting this Department or the postal service;] and the Secretary of the Treasury shall, at the beginning of each session, report to Congress, with his annual estimates, any balances of appropriations for specific objects affected by this section that may need to be reappropriated. (Act of June 20, 1874, § 5, 18 Stats., 110.)

That so much of section 5 of the act approved June 20, 1874, as directs the Secretary of the Treasury at the beginning of each session to report to Congress with his annual estimates any balances of appropriations for specific objects affected by said section that may need be reappropriated, be, and hereby is, repealed. And it shall be the duty of the several accounting officers of the Treasury to continue to receive, examine, and consider the justice and validity of all claims under appropriations the balances of which have been exhausted or carried to the surplus fund under the provisions of said sections that may be brought before them within a period of 5 years. And the Secretary of the Treasury shall report the amount due each claimant, at the commencement of each session, to the Speaker of the House of Representatives, who shall lay the same before Congress for consideration: *Provided*, That nothing in this act shall be construed to authorize the reëxamination and payment of any claim or account which has been once examined and rejected unless reopened in accordance with existing law. (Act of June 14, 1878, § 4, 20 Stats., 130).

PAYMENTS FROM THE TREASURY.

Sec. 168. Warrants, how Drawn.—Payments of money out of the Treasury on account of the postal service shall be in pursuance of appropriations made by law, by warrants of the Postmaster-General, registered and countersigned by the Auditor for the Post-Office Department, and expressing on their face the appropriation to which they should be charged. (R. S., § 3674.)

Sec. 169. Third Assistant Postmaster-General may sign Warrants.—That the Postmaster-General may, by appointment under his hand and official seal, delegate to the Third Assistant Postmaster-General authority to sign in his stead all warrants, registered and countersigned by the Auditor of the Treasury for the Post-Office Department for the payment of money from the public Treasury on account of the postal

service. (Act of February 25, 1882, 22 Stats., 4.) That warrants signed by the said Third Assistant Postmaster-General shall be in all cases of the same validity as if they had been signed by the Postmaster-General himself. (*Id.*, 2.)

The Postmaster-General may from time to time designate any officer of the Post-Office Department, above the grade of fourth-class clerk, to sign warrants in his stead, and such warrants when so signed, shall be of the same validity as if they had been signed by the Postmaster-General. (Act of March 3, 1891, Sec. 1, 26 Stats., 1081.)

Sec. 170. Payments for Debts only; Advances.—All payments on account of the postal service shall be made to persons to whom the same shall be certified to be due by the Sixth Auditor; but advances of necessary sums to defray expenses may be made by the Postmaster-General to agents employed to investigate mail depredations, examine post routes and offices, and on other like services, to be charged to them by the Auditor, and to be accounted for in the settlement of their accounts. (R. S., § 4055.)

See section 55.

Sec. 171. Treasury Drafts, how Employed.—All moneys paid into the Treasury of the United States shall be subject to the draft of the Treasurer. And for the purpose of payments on the public account the Treasurer is authorized to draw upon any of the depositaries, as he may think most conducive to the public interest and to the convenience of the public creditors. Each depositary so drawn upon shall make returns to the Treasury and Post-Office Departments of all moneys received and paid by him, at such times and in such forms as shall be directed by the Secretary of the Treasury or the Postmaster-General. (R. S., § 3644.)

DEDUCTIONS BY POSTMASTERS.

Sec. 172. What Postmasters may Retain.—The salary of a postmaster, and such other expenses of the postal service authorized by law as may be incurred by him, and for which appropriations have been made, may be deducted out of the receipts of his office, under the direction of the Postmaster-General. (R. S., § 3861.) No postmaster shall, under any pretense whatever, have, receive, or retain for himself, in the aggregate, more than the amount of his salary and his commission on the money-order business as hereinafter provided. (R. S., § 3857.)

No commission on money-order business being now allowed the postmaster for himself at a Presidential office, nothing can be retained beyond his fixed salary, except for allowances by the Department.

Sec. 173. Vouchers for Deduction to be sent to the Auditor.—Vouchers for all deductions made by a postmaster out of the receipts of his office, on account of the expenses of the postal service, shall be submitted for examination and settlement to the Sixth Auditor, and no such deduc-

tion shall be valid unless found to be in conformity with law. (R. S., § 3862.)

Receipts for every deduction in the exact amount paid should be taken from every clerk or other person to whom the postmaster makes payment of any sum out of the allowances made to him; but when a substitute is temporarily employed, to be paid out of the salary of an absent clerk, the receipt of the latter may embrace the sum paid his substitute as part of his salary, without particular specification.

For penalty for taking and presenting a receipt for a greater sum than actually paid, see R. S., § 5498.

Sec. 174. Deduction of Balance due Postmasters.—Postmasters to whom balances are found to be due at the end of a quarter on an audited account, which balances have been reported to them by the Auditor, may deduct the amount from their receipts in the subsequent quarter. Where quarterly balances are usually due the postmaster, he may arrange with the Auditor for their payment by means of transfer drafts on other postmasters.

Sec. 175. Transfer of Debts to Contractors.—The Postmaster-General may transfer debts due to the Department from postmasters and others to such contractors as have given bonds, with security, to refund any money that may come into their hands over and above the amount found due them on the settlement of their accounts; but such transfers shall only be in satisfaction of legal demands for which appropriations have been made. (R. S., § 4056.)

The practice authorized by this section is no longer pursued, contractors being directly paid by warrants.

DISBURSEMENTS BY POSTMASTERS.

Sec. 176. Postmasters as Disbursing Agents.—The Postmaster-General is authorized to designate postmasters at Presidential post-offices as disbursing officers for the payment of the salaries of the officers and employés of the postal service concerned in the transportation of mails, or in their distribution in transit, and for such other payments as they are now authorized to make from postal revenues. (Act of May 4, 1882, 22 Stats., 54.) And the Postmaster-General is authorized to designate postmasters at money-order post-offices as disbursing officers for the payment of the salaries of officers and employés of the postal service, and for such other payments as postmasters are now authorized to make from postal revenues. (Act of July 5, 1884, 23 Stats., 156.)

Sec. 177. Postmasters Designated Accordingly.—Pursuant to the foregoing statute all Presidential and money-order postmasters are designated as disbursing officers for the payment of the salaries of such officers and employés of the Railway Mail Service, and such other sums to others, as they may be specifically directed by the Department to pay.

Sec. 178. No Allowance for Expenses of Payment, etc.—No allowance will be made to any postmaster for expenses incurred in paying over, depositing, or collecting moneys due the Department.

Sec. 179. When Disbursements to be Made.—To enable the Sixth Auditor to close the accounts of the Department quarterly, and transmit to the Postmaster-General and the Secretary of the Treasury quarterly statements of its receipts and expenditures, postmasters are required to make all authorized payments on account of the free-delivery service, railway mail service, mail-messenger, and special-delivery service, and all expenditures allowed to their respective post-offices, for a quarter just expired, before transmitting their quarterly postal accounts and vouchers to the Auditor as required in section 199. The expenditures for one quarter are not to be included in the postal account of a subsequent quarter.

TO LETTER-CARRIERS.

Sec. 180. Payment of Letter-Carriers.—Letter-carriers are paid by the postmasters at the offices at which they serve, out of the postal funds. The names of the carriers should appear in the pay roll (Form No. 1501) in alphabetical order, surnames first, and should correspond with their signatures. Their pay commences from the date of entering upon duty after taking the oath required by section 35. The payments may be made monthly. In no case must a payment be made in advance, or for services not already rendered at time of payment, as such payment is expressly forbidden by law. (Sec. 55.)

The amount paid for each month should be entered in the appropriate column. When the service paid for is less than a month, the entry should show from and to what date the payment is made. When substitutes are employed in place of a carrier absent without pay, the substitute should be paid the salary of the absent carrier, but the latter should sign the pay roll, and a separate receipt be taken from the substitute and accompany the pay roll, showing the names of the carrier and substitute and the time served by the latter. Substitutes serving in the place of carriers absent with pay should sign the substitute pay roll (Form No. 1501½), on which the time and the name of the carrier in whose place they serve should appear.

In making payment to the widow or heirs of a deceased carrier, where there is no administration of his estate, the postmaster should certify to the signature of the payees and to his or their relationship to the deceased carrier, and to the fact that there is no administration. If there is to be administration of the carrier's estate, payment should be withheld until the appointment of an executor or administrator, and made to him after due appointment and qualification, and he should sign the pay roll.

TO RAILWAY POSTAL CLERKS.

Sec. 181. Method of Payment.—Railway postal clerks will be paid their salaries upon authorization and instructions received from the Second Assistant Postmaster-General, as follows:

1. When a clerk is appointed for a probationary period and assigned

to duty on a line, the most convenient disbursing postmaster is instructed to pay him at a designated rate per annum from the day he begins service, but no payment will be made until the postmaster has been advised that the oath of the clerk has been received by the division superintendent of the Railway Mail Service. No payment is to be made after the expiration of six months from the date named in the order, unless the postmaster is further notified to continue the payments after such expiration.

2. Upon the permanent appointment of the clerk, authority is given the most convenient disbursing postmaster to pay him, specifying the rate.

3. Upon the transfer of a clerk from one line to another, the most convenient disbursing postmaster will be authorized to pay his salary from the date he begins service on such new line.

4. The old paying office will be notified to discontinue payment on such transfer.

5. Upon the promotion or reduction of a clerk the postmaster will be notified of the increase or reduction, and the date when such change takes effect.

6. Notice will be given of deductions from the pay, whenever imposed, to the paying postmaster and the Auditor. But see section 185.

7. When the clerk has been granted leave of absence, with or without pay for the whole or part of the time, notice is given to the postmaster accordingly.

8. The postmaster must be prepared to pay such salaries monthly within three days after the expiration of the month. If the postmaster has not sufficient funds he will give timely notice to the Sixth Auditor, by whom he will be supplied.

Sec. 182. Record of Arrivals and Departures as Affecting Pay.—Postmasters are required to examine the record of arrivals and departures of railway postal clerks daily, when such records are kept in their offices, and report to the division superintendent at once all failures to sign the same and all cases of advance signature. When such record is kept elsewhere the division superintendent causes the record to be examined and reports made to him. When the clerk fails to sign the record the postmaster will write the words *No Signature* in the line where the name should have been signed; and the words *Advance Signature* will also be noted according to the fact. The postmaster has no discretion in reporting failures, but must promptly forward at the end of the month the record, kept in his office, with due entry therein of every failure, whatever the circumstances, duly certified, to the division superintendent for inspection. The Department, not the postmaster, decides upon the merits of the case.

Sec. 183. Absences, how Affect Pay.—When a railway postal clerk has been absent from duty more than thirty consecutive days, on account

of sickness or other cause, the division superintendent will report the same to the Second Assistant Postmaster-General.

Sec. 184. Preliminary Notices to Paying Postmasters.—The division superintendent will send a preliminary notice to the paying postmaster—

1. In case of the death, resignation, removal, suspension, or change of paying office of a railway postal clerk; or

2. When a clerk has been absent from duty more than thirty consecutive days on account of sickness or other cause; and will send

3. A copy of his report of failures in all cases where the record of arrivals and departures is kept elsewhere than in the paying post-office.

Sec. 185. Partial Suspension of Pay.—When the paying postmaster has received a preliminary notice from the division superintendent, or a copy of his report of failures, or when he has forwarded the record kept in his office with failures reported for the month therein, he will withhold from the pay of the clerk a sufficient sum to cover all stoppages, fines, and forfeitures of which he has been notified. For each failure to sign the record of arrivals and departures he will withhold not to exceed one day's pay; for each failure to perform service he will withhold an amount equal to the pay of the clerk during the time he was absent from duty, until specific instructions are received from the Second Assistant Postmaster-General.

Sec. 186. Payment of Acting Clerks and Substitutes.—An acting clerk is one employed temporarily to fill a vacancy; and no payment is to be made to an acting clerk without specific authority from the Second Assistant Postmaster-General, and then only after commencement and final certificates of service shall have been received from the division superintendent. The receipt taken from such clerk must be signed by himself, be taken on a separate blank (Form No. 1563), and forwarded direct to the Auditor of the Treasury for the Post-Office Department, with the authority for making the payment noted thereon, for the necessary credit. The names of acting clerks should never be put on the regular pay roll.

A substitute is a person employed by a regular clerk to perform his duty during a temporary absence. All sums paid to a substitue must be receipted for by his principal.

Sec. 187. Deduction of Pay to be Noted.—The cause of every deduction of pay, and the authority for making the same must be noted on the pay roll.

Sec. 188. Keys and Records to be Turned in before Final Settlement.—On the resignation, transfer, suspension, or removal of a postal clerk, final settlement with him will be deferred until the paying postmaster has received from the proper division superintendent a certificate that all mail keys, records, and other property of the Department have been turned over to him.

CHAPTER SIX.

POSTMASTERS' ACCOUNTS AND RETURNS.

Sec. 189. The System of Accounts.—The statutes require the Auditor to close the account of the Department quarterly and transmit to the Secretary of the Treasury quarterly statements of its receipts and expenditures (section 213); and also to certify quarterly to the Postmaster-General an account of the money paid by postmasters out of the receipts of their offices, pursuant to appropriations, on account of the expenses of the postal service. (Sec. 219.)

All postmasters' accounts and returns of receipts and expenditures must be kept and made accordingly. They are also required to keep in their offices and deliver to their successors a record of all postage stamps, envelopes, books, blanks, and property received from their respective predecessors, or from the Department or its agents, and of all receipts of money on account of the postal service, and of such other transactions as the Postmaster-General may require. (Sec. 191.)

To maintain this system of accounts every postmaster is required:

1. To keep in his office a record in conformity to the requirements of sections 191, 192, 193.

2. To keep a postal account with the United States, the manner of keeping and rendering which is hereafter explained. The purpose is that every postmaster's accounts with the United States shall be closed by him and by the Auditor at the end of each quarter during his term of office, and be readily settled finally whenever necessary.

3. To render a quarterly return of the postal business at his post-office to the Auditor, showing the complete revenues and expenditures of the postal service for each quarter distinct from every other quarter, and also the exact balance due to or from the United States; and in the one account embracing not only receipts from the sale of stamps and stamped paper, but from all other sources of revenue, and all postal funds chargeable to him by transfer, deposit, or otherwise, in addition to any balance from a prior quarter, and also all expenditures, disbursements, and deposits lawfully made and credits due to the postmaster during such quarter.

Besides these accounts and records appertaining to the postal service generally, the postmaster is also required further—

1. If a money-order or postal-note office, to keep separate account of, and separately report all money-order or postal-note business, independently of the postal account, as prescribed in chapter 52.

2. At a free-delivery office, to keep and report a separate account of the letter-carrier system, as prescribed in sections 206 and 207.

3. At Presidential offices, to make the monthly reports prescribed in section 209.

4. At all offices, to make the reports prescribed in section 208; and such other as may at any time be specially directed by the Department.

Sec. 190. Blanks and Books Furnished.—The proper books and blanks for the keeping and rendition of all the accounts, records, returns, and reports required will be furnished to the postmaster by the First Assistant Postmaster-General (Division of Post-Office Supplies); and postmasters are required to keep such books neatly and correctly according to their design, and subject to examination by inspectors at all times.

Sec. 191. Postmaster's Record.—Every postmaster shall keep a record, in such form as the Postmaster-General shall direct, of all postage stamps, envelopes, postal books, blanks, and property received from his predecessor, or from the Department, or any of its agents; of all receipts in money for postages and box rents, and of all other receipts on account of the postal service, and of any other transactions which may be required by the Postmaster-General; and these records shall be preserved and delivered to his successor, and shall be at all times subject to examination by any special agent of the Department. (R. S., § 3842.)

Sec. 192. Record and Account by Postmasters of the Fourth Class.—Every postmaster of the fourth class shall keep in a book provided for the purpose a record and postal account as follows:

1. An inventory of all desks, cases, fixtures, furniture, canceling, postmarking, or rating stamps, ink pads, ink, books, maps, blanks, and Official Guides received from his predecessor or furnished by the Department, upon the form and according to the directions provided.

2. An account, monthly, of all postage stamps, stamped envelopes, newspaper wrappers, newspaper and periodical stamps, special-delivery stamps, postage-due stamps, and postal cards received by him. In this account receipts of stamps and stamped paper, and returns to the Department of damaged stamps and stamped paper, must be entered at the time, and the sales of stamps and stamped paper be entered daily; and the balance on hand and the account should be verified at the end of the quarter. From this stamp account items for the quarterly returns can be readily made up.

3. A monthly summary of all box rents, showing the rental rates and number rented at each rate, respectively, and the total amount of the rents therefor, as indicated by the forms and instructions. This summary should be made up from the list of boxes kept as required by sections 448 and 193. At the end of the quarter the whole should be combined in the quarterly returns according to the instructions and forms provided therefor.

4. An account of all moneys received by him from the sale of waste paper and twine, or other sources of postal revenues.

5. An entry of the amount of every draft transmitted to him by the

Department or the Auditor for collection, and of any such returned uncollected, and also of all transfers between money order and postal accounts at the true date.

6. An entry of all corrections made by the Auditor in his accounts as rendered.

7. A statement of all expenditures made on account of allowances for the office, and as a disbursing postmaster, and for repairs of mail-bags and upon any other postal account, in the manner indicated by the forms and instructions.

8. Entry of any amount specifically allowed by the Department as a credit for losses of stamps or stamped paper by fire, burglary, or other casualty.

9. A daily account of the special-delivery system, showing number of special-delivery letters received, delivered, and forwarded, separately, in appropriate columns.

10. A daily statement, made up by actual count, of the cancellations of stamps on matter actually sent out from his office, including postage-due stamps, and excluding special-delivery stamps.

Sec. 193. Record by Postmasters of First, Second, and Third Classes.—Every postmaster of the first, second, and third classes shall keep in suitable books and forms, separately from his postal account, a record:

1. In the form of an inventory, of all desks, cases, fixtures, furniture, canceling, postmarking or rating stamps, ink pads, canceling ink, books, maps, blanks, Official Guides, and other property of the United States received from his predecessor or furnished from or on account of the Department.

An account of all postage stamps of every kind, special-delivery stamps, postal cards, and stamped paper, according to their respective kinds and denominations, received by him, and of all damaged articles of the kind returned to the Department, entered at the proper times, and a daily account of stamps sold. And this account and the stock on hand should be verified by count at least as often as once a week.

3. An account of all the boxes in his post-office, showing the number of all boxes and drawers therein, the number rented, the period when each was rented, with the name of renter and the number of the box, the quarterly rate of rental, and the amounts chargeable for rent, as well as amounts collected.

4. A particular account of all sales of waste paper, twine, or other Government property, giving quantity or amount, date, price, and name of purchaser.

Sec. 194. The Postal Account of Postmasters of the First, Second, and Third Classes.—Every postmaster of the first, second, and third classes must keep in a suitable book a postal account, to be closed at the end of each quarter.

In this account he will charge himself with—

1. The balance, if any, due the United States at the close of the pre-

ceding quarter; but all balance remaining at the close of such preceding quarter ought to be deposited and the amount credited in the account for that quarter, except in special cases.

2. The amount of stamps and stamped paper of all kinds sold for the day, week, or month preceding the entry, as shown by the stamp account in his record.

2. The amount received from sales of waste paper and twine, or other property.

4. The amount of box rents received for the period since the last entry, as shown by record of box rents.

5. Such deposits as may from time to time be received from other postmasters, when the office is a depository office.

6. Drafts received from the Auditor to be collected; and when credit is taken at the close of the quarter for an uncollected draft then on hand it should be recharged on the debit side at the beginning of the next quarter.

7. Transfers from money-order funds to postal account.

8. Any moneys or debits on postal account from any other source.

9. Corrections of former accounts as per Auditor's statements, when the correction is in favor of the United States.

In this account he will credit himself with—

1. Any balance due to him at the close of the preceding quarter.

2. Corrections of former accounts as per Auditor's statement thereof in favor of the postmaster.

3. Moneys paid for ship and steamboat letters (per sections 808, 809).

4. Amounts paid clerks in post-office as per allowances.

5. Amounts paid for light and fuel, as per allowances.

6. Amounts paid for advertising, as per allowance.

7. Amounts paid for office furniture (at first and second class offices), as per specific allowance.

8. Amounts for miscellaneous expenses, as per specific allowance.

9. Amounts paid for repairs on mail bags.

10. Amounts of transfer drafts paid, drawn upon the postmaster, to be paid from postal funds.

11. Amount paid railway postal clerks, where the postmaster is designated as disbursing agent to pay them.

12. Miscellaneous expenses of railroad transportation, which the postmaster may be specially authorized to pay.

13. Amounts paid for free-delivery service, which the postmaster may be authorized to pay for salaries of letter carriers or incidental expenses.

14. Transfers to money-order funds from postal account.

15. Amount of drafts returned uncollected.

16. Amount of drafts on hand at the end of the quarter uncollected.

17. Deposits of postal funds in designated depositories for which he has received certificates of deposits.

18. Amounts specifically allowed for credits for losses or postage

stamps or other stamped paper by fire, burglary, or other unavoidable casualty.

19. The salary of the postmaster.

20. Fees for delivery of special-delivery articles, to which he is entitled; or, at free-delivery offices, with expenditures made for special-delivery service.

In rendering the quarterly postal account, the debits and credits under each of the above items will be collated, and their sum stated in the corresponding item in the blank on which such account is made.

QUARTERLY RETURN OF ACCOUNTS.

Sec. 195. Quarterly Account of Receipts.—Every postmaster shall render to the Postmaster-General, under oath, and in such form as the latter shall prescribe, a quarterly account of all moneys received or charged by him or at his office for postage, rent of boxes or other receptacles for mail matter, or by reason of keeping a branch office, or for the delivery of mail matter in any manner whatever. (R. S., § 3843.)

Sec. 196. Quarterly Accounts to be Sworn to.—The Postmaster-General may require a sworn statement to accompany each quarterly account of a postmaster, to the effect that such account contains a true statement of the entire amount of postages, box rents, charges, and moneys collected or received at his office during the quarter; that he has not knowingly delivered, or permitted to be delivered, any mail matter on which the postage was not at the time paid; that such account exhibits truly and faithfully the entire receipts collected at his office, and which, by due diligence, could have been collected, and that the credits he claims are just and right. (R. S., § 3844.)

Sec. 197. Neglect to Render Accounts; Penalty.—Whenever any postmaster neglects to render his accounts for one month after the time, and in the form and manner prescribed by law and the regulations of the Postmaster-General, he and his sureties shall forfeit and pay double the amount of the gross receipts at such office during any previous or subsequent equal period of time; and if, at the time of trial, no account has been rendered, they shall be liable to a penalty of such sum as the court and jury shall estimate to be equivalent thereto, to be recovered in an action on the bond. (R. S., § 3845.)

Sec. 198. Quarterly Returns Required Even if no Business done.—Every postmaster in the United States must render to the Auditor a postal account for each quarter even though during certain quarters no business has been transacted (as is the case of offices at some summer resorts). Where no business has been transacted the postmaster should state that fact on the regular postal-account blank, and forward the same to the Auditor at the close of the quarter.

Sec. 199. Quarterly Return of Postal Account; Directions for Rendering.—

In rendering the quarterly return of the postal account postmasters will observe the following directions:

1. It is to be made out upon the blank furnished by the Department, and written returns will not be audited. A supply of these blanks should be kept on hand sufficient for one year.

2. It must be made up and forwarded immediately after the close of the quarter. The quarters close, respectively, on the last day of March, June, September, and December.

3. The returns must be signed by the postmaster himself, or, in case he be necessarily absent or sick, by his assistant, thus:

JOHN DOE, *Postmaster.*
By RICHARD ROE, *Assistant Postmaster.*

The blank heading must be filled with the name of the post-office, its county and State, and the indorsement thereon must show the class and name of the office, the State, the quarter for which the account is rendered, and the name of the postmaster.

4. The oath at the foot of the account must be subscribed by the postmaster, or by the assistant when the latter renders the account, and must be sworn to before some officer authorized to administer oaths. (See section 224.) But no allowance can be made for fees paid for administering the same. At offices located distant from any person authorized to take acknowledgments the postmasters may render their accounts under their official oaths.

5. The account is made in duplicate, one copy of which the postmaster retains; and in offices of the fourth class the retained duplicate should be made upon the form provided in the record account book.

6. All statements accompanying the account, and constituting part of the return, are to be made according to the fact.

7. Vouchers for all expenditures must accompany the account; and Presidential postmasters must transmit with their returns a detailed statement of the vouchers accompanying the same. One of the duplicates of each voucher the postmaster will retain and preserve in his office, subject to inspection.

8. Each return, with its accompanying papers, must be inclosed in one package, in which should be included no letter, receipt, or other paper or thing not belonging to the return, and should be addressed to the "AUDITOR OF THE TREASURY FOR THE POST-OFFICE DEPARTMENT, WASHINGTON, D. C." The words "QUARTERLY RETURN" should be plainly written on the package. Presidential postmasters will be furnished by the First Assistant Postmaster-General (Division of Post-Office Supplies), on application, with printed labels, which they are required to paste upon the package containing their quarterly returns, to enable the receiving clerk to distinguish them, on arrival.

Sec. 200. Duty of Postmaster when Returns are Lost.—When a postmaster, having mailed his returns, is notified by the Auditor that it has not

been received, he must forthwith make out duplicate transcripts from the original accounts retained in his possession, and inclose with them the duplicate vouchers kept by him, of which he will make and retain in his office true copies.

Sec. 201. Accounts of Outgoing and Incoming Postmasters.—When a change of postmaster occurs, the outgoing postmaster will render an account and pay the employés of the office to and including the day upon which the office is delivered to his successor; and the successor will render an account and pay the employés for the remainder of the quarter.

No payments should be made by a postmaster for any expenses extending beyond the day on which he turns the post-office over to his successor.

The successor will not be permitted to render his account for any time prior to the day next after the date he assumed possession under his commission.

Sec. 202. Accounts of Deceased Postmasters.—When a postmaster dies, the sureties having taken charge of the post-office, and designated one of their number or some other competent person to act as postmaster, as prescribed in section 401, he must render an account in the name of the late postmaster up to and including the day of the death of the late postmaster; and such acting postmaster must also render an account from that day, until a duly appointed successor takes possession of the office, in the name of the late postmaster, but should sign the returns as follows:

A—— B——, *Acting P. M.*,
For sureties of
C—— D——, *Deceased P. M.*

Sec. 203. No Change in Return on Giving New Bond.—The execution of a new bond does not in any way change the manner or time of rendering the quarterly return, as the sureties upon the former bond are held responsible thereon until the last day of the quarter in which the new bond is accepted.

(See section 402.)

Sec. 204. Correction of Errors in Account.—The accounts of all postmasters are examined and adjusted by the Auditor as they are received, and errors found therein are corrected; and all postmasters are notified every quarter of the condition of their audited accounts. No balance from a previous quarter should be entered by a postmaster unless under instructions from the Auditor.

The quarterly settlement of accounts of postmasters of the fourth class is subject to the qualification that if the Postmaster-General shall be satisfied that any postmaster has made a false return of business for the purpose of increasing his compensation, he may withhold commissions previously credited in such returns, and in his discretion allow any compensation deemed reasonable, charging to the postmaster the difference between the same and the credits taken as commissions in such false returns.

Sec. 205. Accounts to be Preserved Two Years.—The Postmaster-General may dispose of any quarterly returns of mails sent or received, reserving the accounts current and all accompanying vouchers, and use such portions of the proceeds as may be necessary to defray the cost of separating and disposing of them; but the accounts shall be preserved entire for at least two years. (R. S., § 4060.)

Sec. 206. Accounts at Carrier Post-offices.—All expenses of letter-carriers, branch offices, and receiving boxes, or incident thereto, shall be kept and reported in a separate account, and shall be shown in comparison with the proceeds from postage on local mail matter at each office, and the Postmaster-General shall be guided in the expenditures for this branch of the service by the income derived therefrom. (R. S., § 3874.)

Sec. 207. Postmasters' Reports of Expenses.—Postmasters will report quarterly to the Auditor of the Treasury for the Post-Office Department, on blanks furnished by the Department, the several items of expense enumerated in section 206. The pay-roll of letter-carriers, and the account of incidental expenses of the system, must be promptly transmitted to the Auditor at the close of each quarter, accompanied by a voucher for each bill paid, together with an affidavit that the expenditures were necessary, and the prices paid reasonable.

(See section 180.)

Sec. 208. Quarterly Report of Postage Collected from Publishers, etc.—Postmasters will be required to render promptly to the Third Assistant Postmaster-General, at the close of each quarter, on blanks furnished for the purpose, a statement of postage collected from each publisher and news agent during the whole quarter. In rendering his first statement a new postmaster will state, separately, the amount collected by himself and that collected by his predecessor in the same quarter, giving the exact date, also, when the change of postmasters took effect. If a new paper has been established or there has been a temporary or permanent suspension of a newspaper or agency during the quarter, such fact, with the exact date when it occurred, must be noted on the back of the statement immediately under the words "Changes in publications."

Sec. 209. Monthly Report of Sale of Stamps.—Presidential postmasters are required to make monthly reports to the Third Assistant Postmaster-General of the amounts of each kind and denomination of postage stamps, postage-due stamps, special-delivery stamps, stamped envelopes, letter-sheet envelopes, newspaper wrappers, and postal cards received from the Department, the amount of each kind and denomination sold, and the amount of each kind and denomination remaining on hand at the close of the month. Blanks for such reports are supplied on application by the First Assistant Postmaster-General (Division of Post-Office Supplies).

Sec. 210. Change of Fourth Class to Presidential Offices.—The change of classification from an office of the fourth class to the third class takes effect

from the date designated by the Postmaster-General; and until such time the daily reports of cancellations must be kept and transcripts thereof furnished to the Auditor, on which the compensation of the postmasters will be determined.

Sec. 211. Penalties for Making False Returns.—That in any case where the Postmaster-General shall be satisfied that a postmaster has made a false return of business, it shall be within his discretion to withhold commissions on such returns, and to allow any compensation that under the circumstances he may deem reasonable: *Provided*, That the form of affidavit to be made by postmasters upon their returns shall be such as may be prescribed by the Postmaster-General; and any postmaster who shall make a false return to the Auditor, for the purpose of fraudulently increasing his compensation under the provisions of this or any other act, shall be deemed guilty of a misdemeanor, and, on conviction thereof, shall be fined in a sum not less than fifty nor more than five hundred dollars, or imprisoned for a term not exceeding one year, or punished by both such fine and imprisonment in the discretion of the court. (Act of June 17, 1878, 20 Stat., 141.)

One who aids or abets a postmaster in violating this section shall be deemed guilty of a misdemeanor and liable to the same punishment. (*United States v. Snyder et al.* 3 McCrary, 377.) One who conspires with a postmaster to commit any offense against or defraud the United States is also punishable when any act has been done to effect the object of the conspiracy. (Act of May 17, 1879, 21 Stats., 4.)

CHAPTER SEVEN.

OF THE AUDITOR.

Sec. 212. How Appointed and Title.—There shall be connected with the Department of the Treasury six auditors of accounts, who shall be appointed by the President, by and with the advice and consent of the Senate, and shall be known as the First, Second, Third, Fourth, Fifth, and Sixth Auditors, respectively. (R. S., § 276.)

In the later appropriation acts the Sixth Auditor is mentioned as "the Auditor of the Treasury for the Post-Office Department," and that designation is now usually employed in correspondence with the office.

Sec. 213. Duties of the Auditor.—The Sixth Auditor shall receive all accounts arising in the Post-Office Department, or relative thereto, with the vouchers necessary to a correct adjustment thereof, and shall audit and settle the same and certify the balances thereon to the Postmaster-General. He shall keep and preserve all accounts and vouchers after settlement. He shall close the account of the Department quarterly, and transmit to the Secretary of the Treasury quarterly statements of its receipts and expenditures. He shall report to the Postmaster-General, when required to do so, the manner and form of keeping and stat-

ing the accounts of the Department, and the official forms of papers to be used in connection with its receipts and expenditures. He shall report to the Postmaster-General all delinquencies of postmasters in rendering their accounts and returns, or in paying over money-order funds and other receipts at their offices. He shall register, charge, and countersign all warrants upon the Treasury for receipts or payments issued by the Postmaster-General, when warranted by law. He shall perform such other duties in relation to the financial concerns of the Department as may be assigned to him by the Secretary of the Treasury, and make to the Secretary or to the Postmaster-General such reports respecting the same as either of them may require. (R. S., § 277.)

The Auditor of the Treasury for the Post-Office Department has direct official relation to both the Treasury and the Post-Office Department. (7 Opins., 439.)

As to report of Auditor, see section 75.

Sec. 214. To Superintend the Collection of Debts.—The Sixth Auditor shall superintend the collection of all debts due the Post-Office Department, and all penalties and forfeitures imposed for any violation of the postal laws, and take all such other measures as may be authorized by law to enforce the payment of such debts and the recovery of such penalties and forfeitures. He shall also superintend the collection of all penalties and forfeitures arising under other statutes, where such penalties and forfeitures are the consequence of unlawful acts affecting the revenues or property of the Post-Office Department. (R. S., § 292.)

Sec. 215. Organization of his Office.—To this office, which is not a Bureau of the Post-Office Department, but an office of the Treasury Department, established for the adjustment and preservation of the accounts of the former, so far as they relate to the postal service, are assigned the duties of examining the returns of postmasters and notifying them of errors found therein; of adjusting their accounts; and, upon receipt of certificates from the Second Assistant Postmaster-General of the performance of service, of adjusting the quarterly compensation of contractors for carrying the mail; of adjusting the accounts for advertising, mail bags, mail locks and keys, stamps, special agents, post-office inspectors, and all other demands properly arising under the laws, contracts, regulations, or orders of the Department, and payable from appropriations for the postal service; of closing the accounts of the Department quarterly, and reporting the amounts paid by postmasters pursuant to appropriations made by law; and of registering, charging, and countersigning all warrants upon the Treasury for receipts and payments authorized by law, and all drafts issued in payment or collection of debts.

To the Sixth Auditor is also assigned the duty of adjusting and settling the money-order accounts of postmasters, and conducting the correspondence relative thereto; also the duty of reporting to the Postmaster-General all delinquencies of postmasters in paying over the moneys in their hands, or in rendering their quarterly returns accord-

ing to law; of collecting from late postmasters balances due the United States upon their general postal and money-order accounts, and, in cases of failure, to collect such balances by drafts in favor of postmasters or other authorized agents of the Department; of preparing and transmitting to the Department of Justice certified copies of all accounts and papers necessary for the institution of legal proceedings against such late postmasters and their sureties. To the Auditor are transmitted all quarterly and final accounts; all vouchers and letters relating thereto; all receipts of postmasters for money and stamps turned over to them by their predecessors or other postmasters; all acknowledgments of drafts issued in payment of balances; all letters admitting or contesting balances due on the accounts of postmasters and mail contractors; all receipts for drafts issued in collecting such balances; all letters returning such drafts, or reporting the non-payment thereof, and all letters in relation to the settlement of the money-order accounts of postmasters.

There are in the office of the Sixth Auditor eleven divisions, through which the work in the office is performed. Their designation and duties are as follows:

The Examining Division receives and audits the quarterly postal accounts of all Presidential post-offices in the United States. All vouchers accompanying the same, pertaining to salaries and expenses incurred, are carefully compared with the corresponding allowances authorized by the Post-Office Department, and the accounts, when balanced, are passed to other divisions for review and reëxamination.

Collecting Division.—This division has charge of the collection of balances due the United States on accounts of postmasters and late postmasters, payment of balances due to postmasters and late postmasters, adjustment and final settlement of postal accounts, the review of the quarterly postal accounts of postmasters of the fourth class, and general correspondence.

The Bookkeeping Division keeps a ledger account with each postmaster and mail contractor, and has charge of the revenue appropriations, depository, and other general, special, and miscellaneous accounts of the Post-Office Department.

It registers post-office warrants and drafts, receives and audits the certificates of deposit of postal revenues, states the account against the general treasury and prepares the quarterly and annual reports of postal receipts and expenditures.

In addition, this division audits all fourth-class postmaster's accounts, also keeps a record of fourth-class post-offices which may become presidential, and whenever the compensation of the postmaster has reached $250 for four consecutive quarters and the gross receipts amount to $1,900 for the same period, these facts are certified to the Postmaster-General, so that he may place the office in a higher class.

The Pay Division adjusts and prepares for payment the accounts for

the transportation of the mails, whether carried by ocean steamers, railroads, steamboats, or other mail carriers; for mail depredations and post-office inspectors, special agents, and all accounts for supplies for the postal service, for advertising, for fees in suits on postal matters, for expenses of postage-stamp, stamped-envelope, and postal-card agencies, and miscellaneous items of appropriation.

The Foreign Division has charge of the adjustment of all money-order and postal accounts with foreign administrations, and keeps the record of the accounts with steamship companies for the ocean transportation of foreign mails.

Review Division.—The review division is composed of two subdivisions, one being engaged in the review of the postal accounts of all Presidential postmasters, and the other in the review of all accounts arising from the transportation of mails and miscellaneous expenditures.

The division receives from the examining division and reviews the quarterly postal accounts of all Presidential postmasters in the United States.

A reëxamination is made of all vouchers relating to stamps issued, box rents collected, deposits received, drafts issued for collection, transfers from money-order to postal account, expenses of special delivery service, payments for clerk-hire, rent, light, and fuel, advertising, printing, stationery, miscellaneous expenses, repairs to mail bags, drafts paid, payments to railway postal clerks, railway transportation, free-delivery service, transfer to money-order from postal account, and deposits of postal funds.

Inspecting Division.—This division audits the weekly statements of all money-order and postal-note offices. The work consists in carefully comparing the domestic and international money orders and postal notes paid at each post-office, with the corresponding entries on the statement; checking and allowing the credits, when correct; detecting and correcting errors; verifying the fees charged by postmasters for the issue of international and domestic orders; making complete additions of the debit and credit sides of the statement; and, in the case of international orders issued, comparing the coupons with the statement and checking the entries when correct. Missing vouchers and coupons are called for (when the original coupons can not be produced duplicate forms are furnished); vouchers not properly receipted are returned for perfection; advices are returned to postmasters when received instead of the corresponding orders; and description of orders and notes, issued but not debited, are obtained by circulars and the particulars correctly entered on statements. Incorrect footings are reported to postmasters, with instructions to verify the items and to furnish corrected lists when they can not agree with this office. This in many instances prevents the reopening of accounts to make corrections after the quarterly adjustment.

In order that postmasters may not lose credit because of inability to

produce orders and notes which may have been lost or inadvertently destroyed after payment, certificates, descriptive of the missing vouchers, are prepared, after verifying the particulars with the statement of the issuing office, and, in the case of orders, forwarded for signature of the paying postmaster and for receipt of payee. As a safeguard against the improper use of blanks, all orders and notes alleged to have been spoiled or not issued are demanded of postmasters who fail to transmit them to the Department. International paid orders lacking the exchange number or amount in United States money are perfected by correspondence, and all discrepancies between the coupons and statements are adjusted in like manner. Postmasters are directed by special circulars to refund to remitters any excess over the legal fee which appears from the statement to have been collected for the issue of an order. Blank receipts for the purpose are furnished.

To facilitate the work of other divisions the statements are arranged after the inspection is completed, according to the offices of deposit, and the vouchers according to the States in which the paying offices are located.

Assorting Division.—This division receives from the inspecting division the money-orders and postal notes in the order of their receipt from the postmasters who have paid them.

These vouchers are first distributed according to the States in which they were issued, then assorted alphabetically into offices of issue and placed in boxes each containing 3,000 money-orders or 2,500 postal notes. They are afterwards carefully arranged in the exact numerical order of their issue, and, at the close of each week, sent to the checking division.

Checking Division.—This division receives the postal notes and domestic money orders after they have been assorted and numbered by the assorting division.

Checking domestic money orders consists in carefully comparing, for the purpose of correcting errors and detecting fraud, the amount, number, and date of issue of each money order with the descriptive weekly statement rendered by postmasters; also in scrutinizing the signature of the payee, or indorser, to ascertain whether the same agrees with the payee named by the remitter.

No errors or irregularities being discovered, the date of the paying postmaster's stamp is entered on the statement opposite the description of each money order, thus checking or finally closing the transaction. The dead vouchers pass thence to the files and finally into the archives.

Checking postal notes consists in a comparison with the postmaster's descriptive list of the serial number of the postal note, its issuing date, and the amount for which it was issued, and finally in recording upon the descriptive statement its date of payment, taken from the paying stamp.

All postal notes or domestic money orders that fail to agree with their description in any of the aforementioned particulars, or bear evidence of fraud, are thrown out and returned to the proper officers for correction, recovery, or other action.

The Recording Division audits and adjusts the money-order accounts of postmasters as rendered in their statements, has charge of the correspondence relating thereto, and directs the payment or collection of balances thereon. Transfers to or from postal accounts, drafts, and remittances of money-order funds are registered and checked. Vouchers are assorted and filed, and the records of the money-order business are preserved.

OF DEPARTMENT ACCOUNTS.

Sec. 216. Account of Revenues.—The accounts of the postal service shall be kept in such a manner as to exhibit separately the amount of revenue derived from the following sources, respectively:

First. Letter postage.
Second. Book, newspaper, and pamphlet postage.
Third. Registered letters.
Fourth. Box rents and branch offices.
Fifth. Postage stamps and envelopes.
Sixth. Dead letters.
Seventh. Fines and penalties.
Eighth. Revenue from money-order business.
Ninth. Miscellaneous.

And they shall exhibit separately the amount of the expenditure made for each of the following objects, respectively:

First. Transportation of the mail.
Second. Compensation of postmasters.
Third. Compensation of letter-carriers.
Fourth. Compensation of clerks for post-offices.
Fifth. Compensation of blank agents and assistants.
Sixth. Mail depredations and special agents.
Seventh. Postage stamps and envelopes.
Eighth. Ship, steamboat, and way letters.
Ninth. Dead letters.
Tenth. Mail bags.
Eleventh. Mail locks and keys.
Twelfth. Postmarking and canceling stamps.
Thirteenth. Wrapping paper.
Fourteenth. Twine.
Fifteenth. Letter-balances.
Sixteenth. Office furniture.
Seventeenth. Advertising.
Eighteenth. Balances to foreign countries.

Nineteenth. Rent, light, and fuel for post-offices.
Twentieth. Stationery.
Twenty-first. Miscellaneous. (R. S. § 4049.)

Sec. 217. Account of Expenditures.—That hereafter the Sixth Auditor shall keep the accounts in his office so as to show the expenditures of the Post-Office Department under each item of appropriation provided by law. (Act of March 3, 1875, § 4, 18 Stats., 343.)

Sec. 218. Orders to be Certified to the Auditor.—All orders and regulations of the Postmaster-General which may originate a claim, or in any manner affect the accounts of the postal service, shall be certified to the Sixth Auditor. (R. S., § 405.)

Sec. 219. Quarterly Reports to Postmaster-General.—The Sixth Auditor shall state and certify quarterly to the Postmaster-General an account of the money paid by postmasters out of the receipts of their offices, and pursuant to appropriations, on account of the expenses of the postal service; designating the heads under which such payments were made. (R. S., § 294.)

Sec. 220. Credits for Payments by Postmasters.—Upon the certified quarterly statement by the Sixth Auditor of the payments by postmasters on account of the postal service, the Postmaster-General shall issue his warrant to the Treasurer to carry the amount to the credit of the postal revenues and to the debit of the proper appropriations upon the books of the Auditor. (R. S., § 406.)

Sec. 221. Accounts of the Money-Order Business.—The Sixth Auditor shall keep the accounts of the money-order business separately, and in such manner as to show the number and amount of money-orders issued at each office, the number and amount paid, the amount of fees received, and all the expenses of the money-order business. (R. S., § 293.)

MISCELLANEOUS PROVISIONS.

Sec. 222. Appeal to First Comptroller from Auditor's Settlement.—Whenever the Postmaster-General, or any person whose accounts have been settled by the Sixth Auditor, is dissatisfied with the settlement made by the Auditor, he may, within twelve months, appeal to the First Comptroller, whose decision shall be conclusive. (R. S., § 270.)

Sec. 223. Auditor may Administer Oaths.—The several Auditors are empowered to administer oaths to witnesses in any case in which they may deem it necessary for the due examination of the accounts with which they shall be charged. (R. S., § 297.)

Sec. 224. Oaths in Settlement with Auditor.—Any mayor of a city, justice of the peace, or judge of any court of record in the United States may administer oaths in relation to the examination and settlement of the accounts committed to the charge of the Sixth Auditor. (R. S., § 298.)

CHAPTER EIGHT.

OF CLAIMS OF POSTMASTERS FOR LOSSES OF STAMPED PAPER, POSTAL, AND MONEY-ORDER FUNDS.

Sec. 225. Allowance Authorized.—That the act entitled "An act authorizing the Postmaster-General to adjust certain claims of postmasters for loss by burglary, fire, or other unavoidable casualty," approved March 17, 1882, be, and the same is hereby, amended so as to read as follows:

That the Postmaster-General be, and he is hereby, authorized to investigate all claims of postmasters for the loss of money-order funds, postal funds, postage stamps, stamped envelopes, newspaper wrappers, and postal cards, belonging to the United States in the hands of such postmasters, resulting from burglary, fire, or other unavoidable casualty.

And if he shall determine that such loss resulted from no fault or negligence on the part of such postmasters, to pay to such postmasters, or credit them with the amount so ascertained to have been lost or destroyed, and also to credit postmasters with the amount of any remittance of money-order funds or postal funds made by them in compliance with the instructions of the Postmaster-General, which shall have been lost or stolen while in transit by mail from the office of the remitting postmaster to the office designated as his depository, or after arrival at such depository office and before the postmaster at such depository office has become responsible therefor:

Provided, That no claim exceeding the sum of $2,000 shall be paid or credited until after the facts shall have been ascertained by the Postmaster-General and reported to Congress, together with his recommendation thereon, and an appropriation made therefor:

And provided further, That this act shall not embrace any claim for losses as aforesaid which accrued more than fifteen years prior to March 17, 1882.

And all such claims must be presented to the Postmaster-General within six months from such latter date, except claims for postal funds which may be received, considered, and allowed, if presented within six months after the passage of this act, in cases where the postmaster had, at or about the time of the loss, made report thereof to the Post-Office Department or to an inspector or special agent of the Department; and no claim for losses which may hereafter accrue shall be allowed unless presented within six months from the time the loss occurred.

SEC. 2. That it is hereby made the duty of the Postmaster-General to report his action herein to Congress annually, with his reasons therefor in each particular case. (Act of March 17, 1882, as amended by the act of May 9, 1888, suppl. R. S. 91, 585–586.)

Sec. 226. Blanks for Claims are furnished by the Assistant Attorney-General for the Post-Office Department upon report of the loss to the Department. Care should be taken in properly filling them out, as, if confused or unintelligible in statement of facts or amounts, a new statement under oath will be required. The affidavits of witnesses must be written out in each case according to the facts, no blanks being furnished for that purpose.

Sec. 227. Claim and Proofs, how Mailed.—The claim and accompanying proofs are to be inclosed in an envelope together and addressed to the Assistant Attorney-General for the Post-Office Department, with whom correspondence relating to the claim is conducted. Registration is unnecessary.

CHAPTER NINE.

OF LEGAL PROCEEDINGS TO COLLECT DEBTS AND PENALTIES.

Sec. 228. The Auditor's Duty.—The Sixth Auditor is required to superintend the collection of all debts due the Post-Office Department and all penalties and forfeitures imposed for any violation of the postal laws, or for unlawful acts affecting the revenues or property of the Post-Office Department. (Section 214.)

Sec. 229. Jurisdiction of State Courts.—All causes of action arising under the postal laws may be sued, and all offenders against the same may be prosecuted, before the justices of the peace, magistrates, or other judicial courts of the several States and Territories having competent jurisdiction by the laws thereof, to the trial of claims and demands of as great value, and of prosecutions where the punishments are of as great extent; and such justices, magistrates, or judiciary shall take cognizance thereof, and proceed to judgment and execution as in other cases. (R. S., § 3833.)

JURISDICTION OF THE UNITED STATES COURTS AND PROCEEDINGS THEREIN.

Sec. 230. Circuit and District Courts, Jurisdiction under Postal Laws.—The circuit courts [of the United States] shall have original jurisdiction as follows: * * * Fourth. * * * of all causes arising under the postal laws. The district courts [of the United States] shall have jurisdiction as follows: * * * Seventh. Of all causes of action arising under the postal laws of the United States. All suits arising under the postal laws shall be brought in the name of the United States. (R. S., §§ 563, 629, 919.)

That the circuit courts of the United States shall have original cognizance, concurrent with the courts of the several States, of all

suits of a civil nature, at common law or in equity, where the matter in dispute exceeds, exclusive of interest and costs, the sum or value of two thousand dollars, and arising under the Constitution or laws of the United States, or treaties made, or which shall be made, under their authority, or in which controversy the United States are plaintiffs or petitioners, or in which there shall be a controversy between citizens of different States, in which the matter in dispute exceeds, exclusive of interest and costs, the sum or value aforesaid, or a controversy between citizens of the same State claiming lands under grants of different States, or a controversy between citizens of a State and foreign states, citizens, or subjects, in which the matter in dispute exceeds, exclusive of interest and costs, the sum or value aforesaid, and shall have exclusive cognizance of all crimes and offenses cognizable under the authority of the United States, except as otherwise provided by law, and concurrent jurisdiction with the district courts of the crimes and offenses cognizable by them.

But no person shall be arrested in one district for trial in another in any civil action before a circuit or district court. (Act Aug. 13, 1888; Sup. R. S., 1891—611.)

Sec. 231. Attachments in Postal Suits.—In all cases where debts are due from defaulting or delinquent postmasters, contractors, or other officers, agents, or employés of the Post-Office Department, a warrant of attachment may issue against all real and personal property and legal and equitable rights belonging to such officer, agent, or employé, and his sureties, or either of them, in the following cases:

First. When such officer, agent, or employé, and his sureties, or either of them, is a nonresident of the district where such officer, agent, or employé was appointed, or has departed from such district for the purpose of permanently residing out of the same, or of defrauding the United States, or of avoiding the service of civil process.

Second. When such officer, agent, or employé, and his sureties, or either of them, has conveyed away, or is about to convey away, his property, or any part thereof, or has removed, or is about to remove, the same, or any part thereof, from the district wherein it is situate, with intent to defraud the United States.

And when any such property has been removed, certified copies of the warrant may be sent to the marshal of the district into which the same has been removed, under which certified copies he may seize said property and convey it to some convenient point within the jurisdiction of the court from which the warrant originally issued. And alias warrants may be issued in such cases upon due application, and the validity of the warrant first issued shall continue until the return day thereof. (R. S., § 924.)

Sec. 232. Application for Warrant; by Whom and how Made.—Application for such warrant of attachment may be made by any district or assistant district attorney, or any other person authorized by the Post-

master-General, before the judge, or, in his absence, before the clerk of any court of the United States having original jurisdiction of the cause of action. And such application shall be made upon an affidavit of the applicant, or of some other credible person, stating the existence of either of the grounds of attachment enumerated in the preceding section, and upon production of legal evidence of the debt. (R. S., § 925.)

Sec. 233. Issuing Warrant; Duty of Clerk and Marshal.—Upon any such application and upon due order of any judge of the court, or, in his absence, without such order, the clerk shall issue a warrant for the attachment of all the property of any kind belonging to the person specified in the affidavit, which warrant shall be executed with all possible dispatch by the marshal, who shall take the property attached, if personal, into his custody, and hold the same subject to all interlocutory or final orders of the court. (R. S., § 926.)

Sec. 234. Ownership of Attached Property; Trial.—At any time within twenty days before the return day of such warrant, the party whose property is attached may, on giving notice to the district attorney of his intention, file a plea in abatement, traversing the allegations of the affidavit, or denying the ownership of the property attached to be in the defendants or either of them; in which case the court may, upon application of either party, order an immediate trial by jury of the issues raised by the affidavit and plea; but the parties may, by consent, waive a trial by jury, in which case the court shall decide the issues raised. And any party claiming ownership of the property attached and a specific return thereof, shall be confined to the remedy herein afforded, but his right to an action of trespass, or other action for damages, shall not be impaired hereby. (R. S., § 927.)

Sec. 235. Proceeds of Attached Property to be Invested.—When the property attached is sold on any interlocutory order of the court or is producing any revenue, the money arising from such sale or revenue shall be invested in securities of the United States, under the order of the court, and all accretions shall be held subject to the orders of the same. (R. S., § 928.)

Sec. 236. Publication of Attachment.—Immediately upon the execution of any such warrant of attachment, the marshal shall cause due publication thereof to be made, in the case of absconding debtors for two months and of nonresidents for four months. The publication shall be made in some newspaper published in the district where the property is situate, and the details thereof shall be regulated by the order under which the warrant is issued. (R. S., § 929.)

Sec. 237. Holders of Defendant's Property to Account for it.—After the first publication of such notice of attachment as required by law, every person indebted to, or having possession of any property belonging to, the said defendants, or either of them, and having knowledge of such notice, shall account and answer for the amount of such debt and the value of such property; and any disposal or attempt to dispose of any

such property, to the injury of the United States, shall be illegal and void. And when the person indebted to, or having possession of the property of, such defendants, or either of them, is known to the district attorney or marshal, such officer shall see that personal notice of the attachment is served upon such person, but the want of such notice shall not invalidate the attachment. (R. S., § 930.)

Sec. 238. Discharge of Attachment; Bond.—Upon application of the party whose property has been attached, the court, or any judge thereof, may discharge the warrant of attachment as to the property of the applicant, provided such applicant shall execute to the United States a good and sufficient penal bond, in double the value of the property attached, to be approved by a judge of the court, and with condition for the return of said property, or to answer any judgment which may be rendered by the court in the premises. (R. S., § 931.)

Sec. 239. Accrued Rights not to be Abridged.—Nothing contained in the preceding eight sections shall be construed to limit or abridge, in any manner, such rights of the United States as have accrued or been allowed in any district under the former practice of, or the adoption of State laws by, the United States courts. (R. S., § 932.)

Sec. 240. Attachments Dissolved in Conformity with State Laws.—An attachment of property, upon process instituted in any court of the United States, to satisfy such judgment as may be recovered by the plaintiff therein, except in the cases mentioned in the preceding nine sections, shall be dissolved when any contingency occurs by which, according to the laws of the State where said court is held, such attachment would be dissolved upon like process instituted in the courts of said State: *Provided*, That nothing herein contained shall interfere with any priority of the United States in the payment of debts. (R. S., § 933.)

Sec. 241. What Credits Allowed in Suits.—No claim for a credit shall be allowed upon the trial of any suit for delinquency against a postmaster, contractor, or other officer, agent, or employé of the Post-Office Department, unless the same has been presented to the Sixth Auditor and by him disallowed, in whole or in part, or unless it is proved to the satisfaction of the court that the defendant is, at the time of trial, in possession of vouchers not before in his power to procure, and that he was prevented from exhibiting to the said Auditor a claim for such credit by some unavoidable accident. (R. S., § 952.)

Sec. 242. Suits of United States against Individuals; what Credits Allowed.—In suits brought by the United States against individuals, no claim for a credit shall be admitted upon trial, except such as appear to have been presented to the accounting officers of the Treasury, for their examination, and to have been by them disallowed, in whole or in part, unless it is proved to the satisfaction of the court that the defendant is, at the time of the trial, in possession of vouchers not before in his power to procure, and that he was prevented from exhibiting a claim

for such credit at the Treasury by absence from the United States or by some unavoidable accident. (R. S., § 951.)

Sec. 243. Judgment at Return Term, when.—In suits arising under the postal laws the court shall proceed to trial, and render judgment at the return term; but whenever service of process is not made at least twenty days before the return day of such term the defendant is entitled to one continuance, if, on his statement, the court deems it expedient; and if he makes affidavit that he has a claim against the Post-Office Department, which has been submitted to and disallowed by the Sixth Auditor, specifying such claim in his affidavit, and that he could not be prepared for trial at such term for want of evidence, the court, if satisfied thereof, may grant a continuance until the next term. (R. S., § 958.)

Sec. 244. Interest on Balances Due Post-Office Department.—In all suits for balances due to the Post-Office Department interest thereon shall be recovered, from the time of the default, at the rate of 6 per cent a year. (R. S., § 964.)

Sec. 245. Duties of United States Attorneys.—In the prosecution of any suit for money due the Post-Office Department, the United States attorney conducting the same shall obey the directions which may be given him by the Department of Justice. (R. S., § 381.)

Sec. 246. Proceedings in Equity; when.—When proceedings at law for money due the Post-Office Department are fruitless, the Department of Justice may direct the institution of a suit in chancery, in any United States district or circuit court, to set aside fraudulent conveyances or trusts, or attach debts due the defendant, or obtain any other proper exercise of the powers of equity to have satisfaction of any judgment against such defendant. (R. S., § 382.)

Sec. 247. Copies of Post-Office Records and of Auditor's Statement of Accounts.—Copies of the quarterly returns of postmasters and of any papers pertaining to the accounts of the office of the Sixth Auditor and transcripts from the money-order account books of the Post-Office Department, when certified by the Sixth Auditor under the seal of his office, shall be admitted as evidence in the courts of the United States, in civil suits and criminal prosecutions; and in any civil suit, in case of delinquency of any postmaster or contractor, a statement of the account, certified as aforesaid, shall be admitted in evidence, and the court shall be authorized thereupon to give judgment and award execution, subject to the provisions of law as to proceedings in such civil suits. (R. S., § 889.)

(See U. S. *v.* Hodge, 13 How., 478; Lawrence *v.* U. S., 2 McLean, 581.)

Sec. 248. Copies of Statements of Demands by Post-Office Department.—In all suits for the recovery of balances due from postmasters, a copy, duly certified under the seal of the Sixth Auditor, of the statement of any postmaster, special agent, or other person, employed by the Postmaster-General or the Auditor for that purpose, that he has mailed a letter to

such delinquent postmaster at the post-office where the indebtedness accrued, or at his last usual place of abode; that a sufficient time has elapsed for said letter to have reached its destination in the ordinary course of the mail; and that payment of such balance has not been received, within the time designated in his instructions, shall be received as sufficient evidence in the courts of the United States, or other courts, that a demand has been made upon the delinquent postmaster; but when the account of a late postmaster has been once adjusted and settled, and a demand has been made for the balance appearing to be due, and afterward allowances are made or credits entered, it shall not be necessary to make a further demand for the new balance found to be due. (R. S., § 890.)

Sec. 249. Returns of Marshal to Auditor of the Treasury for the Post-Office Department.—Every marshal to whom any execution upon a judgment in any suit for moneys due on account of the Post-Office Department has been directed, shall make returns to the Sixth Auditor at such times as he may direct of the proceedings which have taken place upon the said process of execution. (R. S., § 792.)

COLLECTION OF PENALTIES.

Sec. 250. Actions to Recover Penalties.—For certain violations of the postal laws, not declared crimes or misdemeanors, penalties are imposed by law, and are recoverable by an action. Of these actions the district courts of the United States have jurisdiction. The penalties are recoverable, one-half to the use of the person informing and prosecuting for the same, and the other half to be paid into the Treasury for the use of the Post-Office Department, unless a different disposal is expressly prescribed.

See section 252.

Sec. 251. What Offenses Subject to Penalty.—The statutes imposing penalties for various offenses against the postal laws or affecting its revenues are given in their proper connection in this compilation. The following is designed to embrace a reference to such statutes:

Setting up or professing to keep an office bearing the sign, name, or title of post-office without authority from the Postmaster-General. (R. S., § 3829; section 389.)

Acting as agent for a lottery office, or vending lottery tickets, while postmaster. (R. S., § 3851; section 432.)

Delaying passage of mail at a ferry by ferryman's neglect or refusal to transport it. (R. S., § 3996; section 695.)

Using stamps in payment of postage, which have been previously used for like purposes. (R. S., § 3923; section 1451.)

Fraudulent attempt to evade the payment of postage. (Act of March 3, 1879, § 23; 20 Stats., 361; section 327. See also act of June 18, 1888.)

Establishing private express for the conveyance of letters or packets, or aiding or assisting therein. (R. S., § 3982, as amended by act of March 3, 1879, § 1, 20 Stats.; section 675.)

Carrying persons on stage coach, railway car, steamboat, vehicle, or vessel who are employed as private express for conveyance of letters and packets and in actual possession of the same. (R. S., § 3983; section 677.)

Refusal to transmit Government telegrams. (Section 95.)

Sending letters by private express, or delivering them for transmission thereby. (R. S., § 3984; section 678.)

Carrying letters out of the mails, or collecting or receiving them for such purpose. (R. S., § 3981; section 679.)

Carrying letters or packets on board a mail vessel otherwise than in the mail. (R. S., § 3986; section 681.) As to penalty on carrier. (R. S., § 3985; section 680.)

Failure by master of vessel to deliver all letters at the nearest post-office on arrival within any post or collection district of the United States. (R. S., § 3988; section 683, and R. S., § 4016; section 683.)

Failure by master of steamboat passing between ports of the United States to deliver to postmaster letters and packets brought by him. (R. S., § 3977; section 808.)

Forfeiture of package seized on mail vessel with concealed letter. (R. S., § 3991; section 692.)

For postal employés being interested in contract or acting as agent for contractor. (R. S., § 412; section 747.)

Postmaster for neglect to render accounts. (R. S., § 3845; section 197.)

Sec. 252. Disposal of Fines, Penalties, and Forfeitures: Moieties.—All penalties and forfeitures imposed for any violation of law affecting the Post-Office Department for its revenue or property shall be recoverable, one-half to the use of the person informing and prosecuting for the same, and the other half to be paid into the Treasury for the use of the Post-Office Department, unless a different disposal is expressly prescribed. All fines collected for violations of such laws shall be paid into the Treasury for the use of the Post-Office Department. (R. S., § 4059.)

Sec. 253. Informer; when Liable for Costs.—If any informer or plaintiff on a penal statute, to whom the penalty or any part thereof, if recovered, is directed to accrue, discontinues his suit or prosecution, or is non-suited therein, or if upon trial judgment is rendered in favor of the defendant, the court shall award to the defendant his costs, unless such informer or plaintiff is an officer of the United States specially authorized to commence such prosecution, and the court, at the trial in open court, certifies upon the record that there was reasonable cause for commencing the same; in which case no costs shall be adjudged to the defendant. (R. S., § 975.)

Sec. 254. Informer; when Liable for Fees of Officers.—If any informer on a penal statute, to whom the penalty or any part thereof, if recovered, is directed to accrue, discontinues his suit or prosecution, or is non-suited therein, or if upon trial judgment is rendered in favor of the defendant, such informer shall be alone liable to the clerk, marshal, and attorney for the fees of such prosecution, unless he is an officer of the United States whose duty it is to commence such prosecution, and the court certifies that there was reasonable cause for commencing the same; in which case the United States shall be responsible for such fees. (R. S., § 976.)

Sec. 255. Money Voluntarily Paid as Fines, without Suit.—When money has been voluntarily turned over to a postmaster, by a person who has rendered himself liable to a fine or penalty for violation of postal laws, for which no suit has been brought, the postmaster will at once deposit the same on account of "fines, penalties, and forfeitures" with his de-

pository office, and send the certificate of deposit to the Third Assistant Postmaster-General.

Sec. 256. Papers Required in Suits for Delinquencies, etc.—In case of delinquency of any postmaster, contractor, or other officer, agent, or employé of the Post-Office Department, in which suit is brought, the Sixth Auditor shall forward to the Department of Justice certified copies of all papers in his office tending to sustain the claim. (R. S., § 296.)

COMPROMISES, REMISSIONS, AND DISCHARGE OF DEBTORS.

Sec. 257. Compromise of Judgments.—Whenever a judgment is obtained for a debt or damages due the Post-Office Department, and it satisfactorily appears that such judgment, or so much thereof as remains unpaid, can not be collected by due process of law, the Sixth Auditor may, with the written consent of the Postmaster-General, compromise such judgment, and accept in satisfaction less than the full amount thereof. (R. S., § 295.)

Sec. 258. Fines, Penalties, Forfeitures, etc.; how Remitted.—In all cases of fine, penalty, forfeiture, or disability, or alleged liability, for any sum of money by way of damages or otherwise, under any provision of law in relation to the officers, employés, operations, or business of the postal service, the Postmaster-General may prescribe such general rules and modes of proceedings as shall appear to be expedient, for the government of the Sixth Auditor, in ascertaining the fact in each case in which the Auditor shall certify to him that the interests of the Department probably require the exercise of his powers over fines, penalties, forfeitures, and liabilities; and upon the fact being ascertained, the Auditor may, with the written consent of the Postmaster-General, mitigate or remit such fine, penalty, or forfeiture, remove such disability, or compromise, release, or discharge such claim for such sum of money and damages, and on such terms as the Auditor shall deem just and expedient. (R. S., § 409.)

Sec. 259. Discharge of Imprisoned Judgment Debtors.—The Postmaster-General may discharge from imprisonment any person confined in jail on any judgment in a civil case, obtained in behalf of the Department, if it be made to appear that the defendant has no property of any description. (R. S., § 410.)

Sec. 260. Such Discharge no Bar to Execution.—The release provided for by the preceding section shall not bar a subsequent execution against the property of the defendant on the same judgment. (R. S., § 411.)

PRIORITY OF DEBTS DUE THE UNITED STATES.

Sec. 261. Priority Established.—Whenever any person indebted to the United States is insolvent, or whenever the estate of any deceased debtor, in the hands of the executors or administrators, is insufficient

to pay all the debts due from the deceased, the debts due to the United States shall be first satisfied; and the priority hereby established shall extend as well to cases in which a debtor, not having sufficient property to pay all his debts, makes a voluntary assignment thereof, or in which the estate and effects of an absconding, concealed, or absent debtor are attached by process of law, as to cases in which an act of bankruptcy is committed. (R. S., § 3466.)

Sec. 262. Liability of Executors and Administrators.—Every executor, administrator, or assignee, or other person, who pays any debt due by the person or estate from whom or for which he acts, before he satisfies and pays the debts due to the United States from such person or estate, shall become answerable in his own person and estate for the debts so due to the United States, or for so much thereof as may remain due and unpaid. (R. S., § 3467.)

PURCHASE ON EXECUTION.

Sec. 263. How to be Made.—At every sale, on execution, at the suit of the United States, of lands or tenements of a debtor, the United States may, by such agent as the Solicitor of the Treasury shall appoint, become the purchaser thereof; but in no case shall the agent bid in behalf of the United States a greater amount than that of the judgment for which such estate may be exposed to sale, and the costs. Whenever such purchase is made the marshal of the district in which the sale is held shall make all needful conveyances, assignments, or transfers to the United States. (R. S., § 3470.)

CHAPTER TEN.

OF THE RENEWAL OF LOST WARRANTS AND DRAFTS.

Sec. 264. Application Therefor.—Every application for the issue of a duplicate warrant, on the ground that the original is lost or destroyed, must be addressed to the Sixth Auditor, accompanied by an affidavit by the applicant showing the time, place, and all the circumstances attending the loss or destruction of the warrant; its number, date, and amount; in whose favor it was issued, and, if assigned, to whom and how, with any other material particulars within the knowledge of the applicant. The Auditor will thereupon furnish a blank bond of indemnity with instructions for its execution. Such bond must be returned to the Auditor duly executed, together with a letter or certificate from the officer on whom the warrant was drawn, showing that the original has not been paid, and that payment of it will not thereafter be made to the owner or any other person whomsoever.

Sec. 265. The Duplicate Warrant, when issued, shall have the same tenor, force, and effect as the original; except that in case of an assigned warrant the duplicate may, on production of due authority in writing from the payee for its issue, be made payable to the assignee.

Sec. 266. Application for Duplicate of Lost Draft is made in the same manner as in case of a lost warrant, except that no bond of indemnity is required.

Sec. 267. Renewal of Lost Collection Drafts.—Where collection drafts sent to postmasters are lost, the postmasters to whom they are sent are required to make affidavit, either that they have never received the same, or that payment has been requested and refused, or that the draft has been forwarded by mail. The postmaster will be required to make further affidavit that neither the whole nor any part of such draft has been paid to him nor to any other person, so far as he knows or is able to ascertain. Forms for this affidavit will be furnished by the Auditor.

TITLE III.

MAIL MATTER.

CHAPTER ELEVEN.

OF DOMESTIC MAIL MATTER; ITS CLASSIFICATION AND RATES OF POSTAGE.

Sec. 268. Classification.—That mailable matter shall be divided into four classes:

First. Written matter.

Second. Periodical publications.

Third. Miscellaneous printed matter.

Fourth. Merchandise. (Act of March 3, 1879, § 7, 20 Stat., 358.)

Sec. 269. Prepayment of Postage.—Postage on all mail matter must be prepaid by stamps at the time of mailing, unless herein otherwise provided for. (R. S., § 3896.) But if any mail matter, on which by law the postage is required to be prepaid at the mailing office, shall by inadvertence reach its destination without any prepayment, double the prepaid rates shall be charged and collected on delivery. (R. S., § 3898.)

The rule of the statutes is prepayment on all mail matter not free, except soldiers', sailors', and marines' letters. (Sections 271 and 272.) But first-class matter will be dispatched if at least two cents in stamps, one full rate, be affixed or impressed, and the residue of the postage will be collected of the addressee before delivery. Drop letters may also be dispatched under section 275. No matter of any other class should be dispatched without such prepayment; but should any matter happen to be sent without prepayment, double the unpaid postage must be collected before delivery. (See section 514.)

FIRST-CLASS MATTER.

Sec. 270. Defined.—Mailable matter of the first class shall embrace letters, postal cards, and all matter wholly or partly in writing, except as hereinafter provided. (Act of March 3, 1879, § 8, 20 Stats., 358.)

The exception relates chiefly to third-class matter.

Sec. 271. First-Class Postage.—Postage shall be charged, on and after the 1st day of July, 1885, at the rate of 2 cents for each ounce or frac-

tion thereof; and drop letters shall be mailed at the rate of 2 cents per ounce or fraction thereof, including delivery at letter-carrier offices, and 1 cent for each ounce or fraction thereof where free delivery by carrier is not established. (Act of March 3, 1885, 23 Stats., 386.)

Sec. 272. Soldiers', Sailors', and Marines' Letters.—Letters written by officers, commissioned or non-commissioned, and privates in the military, naval, or marine service of the United States, to be transmitted unpaid must be plainly marked "Soldier's Letter," "Sailor's Letter," or "Marine's Letter," as the case may be, and signed thereunder with his name and official designation by a field or staff officer, post or detachment commander to whose command the soldier belongs, or by a surgeon or chaplain at a hospital where he may be; and in the navy and marine service, by the officer in command of the vessel, or surgeon on board, or officer commanding naval hospital or detachment on shore. Letters so certified will be forwarded charged with postage due at single rates only, to be collected on delivery.

Sec. 273. Postal Cards can not be issued by private parties. Cards, other than those issued by the Department, containing any writing, are subject to letter postage; but if they contain only printed matter, so as to constitute a circular, but 1 cent is required on each.

No printing or writing other than the address is allowable upon the address side, nor may anything except an address label be pasted or attached to any postal card. The words "to be called for," or any proper description of the person or place addressed, may be written thereon as part of the address. Any other writing, mark, or seal placed on the address side, or the splitting of the card and writing on the inside, renders it unmailable, except at letter rates. A postal card once delivered can not be remailed as such.

Postal cards are first-class matter, and may be forwarded on request of the addressee.

Postmasters must treat postal cards as sealed letters, and refrain from reading messages written thereon, and except that their contents may be read if they appear to be unmailable because they contain obscene matter or relate to lotteries or contain other offensive matter prohibited by act approved September 26, 1888 (sec. 332). (See sections 331 and 333.)

Sec. 274. Addresses, how Made.—And addresses upon postal cards and unsealed circulars may be either written, printed, or affixed thereto at the option of the sender. (Act of July 12, 1876, from § 15, 19 Stats., 82.)

Sec. 275. Drop Letters.—* * * But in large cities and adjacent districts of dense population, having two or more post-offices within a distance of three miles of each other, any letter mailed at one of such offices, and addressed to a locality within the delivery of another of such offices which shall have been inadvertently prepaid at the drop or local letter rate of postage only, may be forwarded to its destination

through the proper office, charged with the amount of the deficient postage, to be collected on delivery. (R. S., § 3937, second sentence.)

A "drop letter" is one addressed for delivery to a person within the delivery of the office at which it is posted. Such a letter is first-class matter and should be returned to the writer, if unclaimed, the same as any other. It can not be forwarded on request, unless one full rate, 2 cents, be paid thereon, except within the distance of three miles as above provided. (See section 271.)

SECOND-CLASS MATTER.

Sec. 276. General Definition.—Mailable matter of the second-class shall embrace all newspapers and other periodical publications which are issued at stated intervals, and as frequently as four times a year, and are within the conditions named in sections 12 and 14. (Act of March 3, 1879, Sec. 10, 20 Stats., 359.) The sections referred to are 293 and 277. Second-class matter above described is of two kinds: (1) That sent by publishers or news agents. (2) That sent by others than publishers or news agents. (Section 302.)

Sec. 277. Statutory Characteristics.—That the conditions upon which a publication shall be admitted to the second class are as follows:

First. It must regularly be issued at stated intervals, as frequently as four times a year, and bear a date of issue, and be numbered consecutively.

Second. It must be issued from a known office of publication.

Third. It must be formed of printed paper sheets, without board, cloth, leather, or other substantial binding, such as distinguish printed books for preservation from periodical publications.

Fourth. It must be originated and published for the dissemination of information of a public character, or devoted to literature, the sciences, arts, or some special industry, and having a legitimate list of subscribers: *Provided, however*, That nothing herein contained shall be so construed as to admit to the second-class rate regular publications, designed primarily for advertising purposes, or for free circulation, or for circulation at nominal rates. (Act of March 3, 1879, Sec. 14, 20 Stats., 359.)

Sec. 278. Regularity of Issue.—The regular periods of issue must be within the statute, and should be shown by the publication itself; but no regularly admitted publication shall be excluded by reason of the omission to state such period in a particular issue. Unbound back numbers may be mailed at the pound rate so long as the publication continues to be published as second-class matter. Bound back numbers should be treated as books and prepaid as third-class matter.

An admissible publication may change the periods of issue, as from monthly to weekly, weekly to daily, or *vice versa*, but on such change should receive a new certificate of entry accordingly. Educational publications and those of colleges and schools, otherwise within the rule, do not lose their right by suspension of issue during vacation.

Sec. 279. A Known Office of Publication is a public office for the transaction of the business of the newspaper or periodical, where orders may be received for subscriptions and advertising during the usual business hours, and this office must be shown by the publication itself.

Sec. 280. Advertising Sheets Defined.—"Regular publications, designed primarily for advertising purposes," within the intendment of section 277, embrace at least such as the following:

First. Those owned and controlled by one or several individuals or business concerns, and conducted as an auxiliary and essentially for the advancement of the main business or calling of those who own or control them.

Second. Those which, having few or no genuine or paid-up subscriptions, insert advertisements free, on the condition that the advertiser will pay for any number of papers which are sent to persons whose names are given to the publisher.

Third. Those which do advertising principally, and whose columns are filled with editorial puffs of firms or individuals who buy a certain number of copies for distribution.

Fourth. Publications containing market quotations, and the business cards of various business houses opposite the pages containing such quotations.

Fifth. Publications devoted largely to advertising and having a nominal list of bona fide subscribers, but whose circulation is mainly gratuitous.

Sixth. Publications which restrict advertisements to a single one in a given line of business to the exclusion of all competitors or which contain the price lists or advertisements of certain business houses while refusing similar advertisements of competing houses.

The question whether a publication is "primarily designed for advertising purposes" is one of fact to be determined in each case from the evidence.

"The word 'primarily' is intended to indicate the chief or principal object of the publication, and not its first object in any sense of time. The use of the phrase, as applied to a publication, means one *principally intended for advertising purposes*, and, by fair inference, not one the design or intention of which is that it should be *used incidentally* for advertising purposes.

* * * * * * *

"The intention must be ascertained in each individual case. In ascertaining it, it is important to observe that such a publication 'must be originated and published for the dissemination of information of a public character, or devoted to literature, science, art, or some special industry,' and also have a 'legitimate list of subscribers.'

"The fact that it is devoted to literature, science, art, or some special industry, and that it has a legitimate list of subscribers, may exist, and yet it may be one 'designed primarily for advertising purposes.' If

this be the case, it is not entitled to admission into the second class of mail matter." (Opinions of Attorney-General, Vol. 16, p. 303.)

Sec. 281. Subscription Price and List Requisite.—Postmasters must require satisfactory evidence that publications offered for mailing at the pound rate have a legitimate list of subscribers, by each of whom, or for each of whom, with his consent, express or implied, payment of the subscription price has been made, or agreed to be made. Subscription price must be shown by the publication, and will be deemed *nominal*, within the meaning of section 277, at least when—

1. The publication asserts or advertises that it is furnished to subscribers at no profit.

2. When it appears from the contents that subscriptions are not made because of the value of the publication as a news or literary journal, but because of its offers of merchandise, or other consideration apparently equal in value to the subscription price, as an inducement to subscription.

3. When the list of alleged subscribers is composed largely of persons to whom the publication is sent gratuitously at the instance of advertisers or other interested parties.

4. When the publication is controlled by a society, association, or club, and is distributed among its members upon the payment of regular dues, or an assessment covering the cost of publication.

Sec. 282. Application for Admission to the Pound Rate.—When a new publication is offered for mailing at the pound rate at any post-office, the postmaster will proceed as follows:

1. Require the publisher, or one of the publishers, to make and present to him, with two copies of the publication, sworn answers in writing to the following interrogatories:

1. Magazine or newspaper? 2. How often published? 3. Where is the paper printed? 4. Who are the proprietors of the paper or magazine? 5. Are they in any way interested, pecuniarily, in any business or trade represented by the publication, either in the reading matter or in the advertisements; if so, what is the interest? 6. Who are the editors of the publication and how is their compensation determined? 7. Have the editors any pecuniary interest in any business or trade represented by the publication, either in the reading matter or in the advertisements; if so, what is the interest? 8. Is your publication regarded by the trade which it purports to represent as a general organ of the trade, or is it considered as representing the business interest of a special house in that trade, whose price current or advertisements appear therein? 9. As a result of the publication of your paper or magazine, is the interest of any business house in the trade especially advanced, notwithstanding your design of making the publication a journal representing the trade? 10. Can any house in good standing advertise in your publication at the regular published rates? 11. Have any of the business houses which advertise in your publication any in-

terest (either by past connection or special contract) therein respecting advertisements or subscriptions, and if so, what is that interest? 12. What is the greatest number of copies furnished to any person or firm who advertise in your publication? 13. On what terms are these papers furnished? 14. What number of papers do you print of each issue? 15. About what number of *bona fide* subscribers (that is subscribers who pay their own money for the publication and receive it regularly) have you to the next issue of your paper? 16. What is the subscription price of your publication per annum? 17. How many pounds weight will cover the papers furnished to regular subscribers? 18. What average number of sample copies with each issue do you desire to send through the mails at the pound rate? 19. How are the names of the persons to whom you wish to send sample copies obtained by you?

2. If satisfied by the affidavit, the publication itself, and further proofs offered, that the publication is admissible, he will issue a temporary permit, on a form to be furnished by the Department, admitting the publication at the pound rate pending the determination of the Department as to its admissibility.

3. If upon such evidence the admissibility appear to be doubtful, he shall require a deposit at the third-class rate on the issue offered for mailing, and issue a permit admitting the publication conditionally, pending determination, the excess of the deposit over the pound rate to be refunded if the Department shall decide that the publisher is entitled to the pound rate.

4. If satisfied of nonadmissibility, he will refuse to admit except at the third-class rate, advising the publisher to appeal to the Department.

5. In all cases he will forward to the Third Assistant Postmaster-General, in the same envelope, the application, affidavit, and other proofs presented by the publisher, with a copy of the publication and a statement of any facts or reasons known to him for or against the admission sought, retaining one copy of the publication, to be kept in his office for such comparison with future issues as may be necessary.

Sec. 283. Reëntry of Publications.—In case of a change of name or the regular periods of issue of a publication already entered as second-class matter, or the removal of its office of publication to a post-office other than that of original entry, the postmaster will require the publishers to apply for reëntry, the same as though it were a new publication.

Sec. 284. Entry of Second-Class Publications.—The Third Assistant Postmaster-General finally decides upon the admissibility of publications to the pound rate in all cases. He will, without delay, examine all applications, and upon being satisfied that a publication is entitled to admission at such rate will authorize the postmaster at the proper office to issue a certificate of entry therefor. The postmaster will thereupon issue such certificate on form furnished by the Department, and the publisher is then privileged to print upon each copy of the

publication so entered the words, "ENTERED AT THE POST-OFFICE AT —— AS SECOND-CLASS MATTER." The printing of such words, or their equivalent, without due entry having first been made, is unlawful. (See section 297.)

Whenever it is made to appear by satisfactory evidence that a publication has been admitted to the pound rate upon false evidence, or that after admission it has so changed its character as to be no longer entitled thereto, the entry thereof will be revoked and the postmaster at the proper office notified of the revocation.

Sec. 285. Department Record of Second-Class Publications.—The Third Assistant Postmaster-General will cause a record to be kept of second-class publications admitted to the pound rate, giving the date of entry and date when entry was revoked.

Sec. 286. Extra Editions.—Extra editions manifestly issued for the purpose of communicating additional news or imparting information germane to the publication, and not for advertising purposes, are admissible at the pound rate.

Sec. 287. Supplements Admitted as Second-Class Matter.—That publishers of matter of the second-class may, without subjecting it to extra postage, fold within their regular issues a supplement; but in all cases the added matter must be germane to the publication which it supplements, that is to say, matter supplied in order to complete that to which it is added or supplemented, but omitted from the regular issue for want of space, time, or greater convenience, which supplement must in every case be issued with the publication. (Act of March 3, 1879, Sec. 16, 20 Stats., 359.)

Sec. 288. Rules for Determining the Character of Supplements.—In determining whether supplements, though folded for mailing with regular issues, are within the statutory definition, the following rules may be employed when applicable, namely:

1. A publication entirely distinct from and independent of the regular issue, but complete in itself, especially if it be not germane to the regular issue, nor connected therewith, can not be adopted as a supplement.

2. Circulars, handbills, show-bills, posters, and other special advertisements can not be adopted as supplements.

3. Matter printed elsewhere than at the office of publication, to be used as supplements to various newspapers for the purpose of securing circulation to advertisements of private business, can not be used as supplements.

4. Supplements printed at, or elsewhere than at the office of publication, must be printed with the purpose of being used as supplements for such publications, and not for another distinct and separate use.

5. Publications of statutes, ordinances, proceedings of public or deliberate assemblies, boards or conventions, advertisements of tax rates or other notices or advertisements required by law to be published,

whether gratuitously or for compensation, are proper supplemental matter.

6. Supplements must, as the law requires, be folded with the regular issues they purport to supplement. If mailed otherwise, postage must be prepaid at the third-class rate.

7. Supplements must in all cases bear the full name of the publication with which they are folded, preceded by the words "Supplement to ———;" and also the date corresponding to the regular issue.

8. Maps, diagrams, or illustrations, which are referred to in the publication, or form a necessary part thereof, are admissible, as a part of the publication itself, without the words "Supplement to ———."

9. Supplements must not be combined with orders for subscriptions, or bills or receipts for subscriptions; this being expressly prohibited by law. (Sec. 308. Act of 20th January, 1888.)

Sec. 289. Publications Containing Illegal Supplements; how Rated.—Newspapers containing sheets or additional matter not legally admissible as supplements, should be treated at the mailing office as third-class matter, and postage required accordingly. If the publisher desires to appeal to the Third Assistant Postmaster-General, he can do so by making a deposit for the issue mailed at the third-class rate with the postmaster, of which the excess over second-class rates will be refunded, if the Department decides the matter to be admissible as supplements. Newspapers containing illegal supplements, arriving at any office of delivery without evidence of prepayment by stamps affixed, should be rated up, and postage collected on delivery at the first-class rate, as required by law. (See section 309.)

Sec. 290. Sample Copies, which may be sent by publishers from the office of publication at the pound rate, are defined to be copies sent to persons not subscribers for the purpose of inducing them to subscribe or advertise or become agents therefor. In determining their admissibility as sample copies, the following rules should be applied, namely:

1. They must be exactly like the regular edition sent to subscribers. When made up as a special edition different from the regular edition of the same date for subscribers, or containing advertisements in addition to those in the regular edition, they are not sample copies, but third-class matter.

2. Sample copies should be plainly marked as such, either on the wrapper or exposed face of the package.

3. Several sample copies may be inclosed in one single wrapper, to one address, or may be sent in one wrapper addressed to the post-office, and each paper therein properly folded, addressed to some patron of the office, and marked or printed "sample copy" on the wrapper or on the exposed face of each of the papers separately addressed.

4. Extra numbers of second-class publications sent by the publishers thereof, acting as the agent of an advertiser or purchaser, to addresses furnished by the latter are not sample copies, but are held to be subject

to postage at the rate of one cent for each four ounces or fraction thereof, the same as if mailed by the advertiser or purchaser himself. (Sec. 302.)

5. After a publication has been admitted to the second-class the continuous mailing by the publisher of sample copies in numbers exceeding the issue to regular subscribers, or of such copies continuously to the same persons, will be deemed evidence that the publication is primarily designed for advertising or free circulation, and the sample copies should be detained until the facts can be ascertained. The postmaster should promptly report the case to the Third Assistant Post master-General.

6. Sample copies are not entitled to free county circulation, and must be mailed separately from editions that are, and prepaid at the pound rate.

7. Sample copies must not be inclosed in the same package with copies intended for subscribers. If so inclosed, they must be returned to the publisher for separation.

8. Sample copies can not be mailed by news agents at the pound rate.

Sec. 291. Foreign Publications.—That foreign newspapers and other periodicals of the same general character as those admitted to the second class in the United States may, under the direction of the Postmaster-General, on application of the publishers thereof or their agents, be transmitted through the mails at the same rates as if published in the United States. Nothing in this act shall be so construed as to allow the transmission through the mails of any publication which violates any copyright granted by the United States. (Act of March 3, 1879, § 15, 20 Stats., 359.)

Sec. 292. Regulations for Admission of Foreign Publications.—Agents of foreign publications may obtain admission thereof to the mails at the pound rate, at the office at which they desire to mail them within the United States, by making application to the postmaster and submitting therewith two copies of the newspaper or periodical and satisfactory evidence of such admissibility; and he will, if satisfied that the publication is entitled thereto, grant a temporary permit, and report the case with the evidence to the Third Assistant Postmaster-General. All such publications must possess the same statutory characteristics as are required in the case of domestic publications (see Sec. 277) in order to entitle them to admission at the pound rate, and are to be allowed all the privileges and be subject to all the restrictions provided by the regulations applying to second-class matter. The evidence must show that the publication violates no copyright granted by the United States. Upon approval, the Department will authorize the postmaster to give a certificate of entry, as prescribed in section 284.

Sec. 293. Examination at Mailing Office.—That matter of the second-

class may be examined at the office of mailing, and if found to contain matter which is subject to a higher rate of postage, such matter shall be charged with postage at the rate to which the inclosed matter is subject; Provided, That nothing herein contained shall be so construed as to prohibit the insertion in periodicals of advertisements attached permanently to the same. (Act of March 3, 1879, Sec. 12, 20 Stats., 359.)

Sec. 294. Advertisements Permanently Attached.—All advertisements in periodicals must be permanently attached thereto by binding, printing, pasting or otherwise, and must be of uniform size of the pages of the publication.

Sec. 295. Examination of Second-class Publications.—Postmasters should often examine publications offered for mailing to ascertain that they do not violate the rules prescribed by law for their admission at the pound rate, and specially note:

1. Whether the same are issued at stated intervals as frequently as four times a year, and bear a date of issue, and are numbered consecutively.

2. Whether they are issued from a known office of publication.

3. Whether they are formed of printed paper sheets, without board, cloth, leather, or other substantial binding.

4. Whether they are designed primarily for advertising purposes, or circulation at nominal rates.

5. Whether they are mailed at the proper office, as prescribed in Sec. 299.

6. Whether the name of the person, firm, or corporation publishing the same appears thereon.

7. Whether any other matter than legitimate supplements, as defined in Sec. 287, is inclosed therewith.

8. Whether any writing, print, mark, or sign, other than authorized by Sec. 308, appears thereon or therein.

9. Whether any advertisements not permanently attached are inclosed therewith. (See Sec. 293.)

10. When a postmaster has reason to believe that a publication has, after admission to the pound rate, so changed its character as not to be legally entitled thereto, he may require a sworn statement as to its list of subscribers to be furnished him, which, with any other facts or evidence within his knowledge, he will forward to the Third Assistant Postmaster-General.

Sec. 296. Record of Second-Class Matter.—Postmasters must keep a record of all publications of the second class mailed at their post-offices.

Sec. 297. Submitting False Evidence Punishable.—That any person who shall submit, or cause to be submitted, to any postmaster or to the Post-Office Department or any officer of the postal service, any false evidence relative to the character of any publication, for the purpose of securing the admission thereof at the second-class rate for trans-

portation in the mails, shall be deemed guilty of a misdemeanor, and for every offense, upon conviction thereof, shall be punished by a fine of not less than $100 nor more than $500. (Act approved June 18, 1888.)

Sec. 298. Postmasters to Report False Evidence.—When a postmaster has reason to believe that a publisher has submitted to him, or to any postmaster, or to the Department, any false statement or evidence as to the character of his publication, to secure its admission to the second-class rate at any post-office, he will report the case and all the information or evidence in his possession to the Third Assistant Postmaster-General.

Sec. 299. Postage on Second-Class Matter.—That all publications of the second class, except as provided in section 25 of said act [of March 3, 1879, 20 Stats., 358], when sent by the publisher thereof, and from the office of publication, including sample copies, or when sent from a news agency to actual subscribers thereto, or to other news agents, shall, on and after July 1, 1885, be entitled to transmission through the mails at 1 cent a pound or fraction thereof, such postage to be prepaid as now provided by law. (Act of March 3, 1885, 23 Stats., 387.) Periodical publications are not second-class matter until "issued from a known office of publication;" such publications when sent from a printer to a publisher are third-class matter.

NOTE.—The exception mentioned in the foregoing act is of matter entitled to free county delivery. Section 25 therein referred to is given in sections 304 and 374.

Sec. 300. Mode of Payment of Postage.—That on and after the first day of January, eighteen hundred and seventy-five, upon the receipt of such newspapers and periodical publications at the office of mailing, they shall be weighed in bulk, and postage paid thereon by a special adhesive stamp, to be devised and furnished by the Postmaster-General, which shall be affixed to such matter, or to the sack containing the same, or upon a memorandum of such mailing, or otherwise as the Postmaster-General may, from time to time, provide by regulation. (Act of June 23, 1874, § 6, 18 Stats., 233.)

The manner of using the newspaper and periodical stamps, etc., is prescribed in section 130.

Sec. 301. Rights of News Agents.—News agents are persons, including newsboys, engaged in business as news dealers or sellers of second-class publications. A mere local or traveling agent for a publication is not a news agent.

In admitting second-class publications sent from a news agency, postmasters will observe the following:

1. The news agent must furnish the postmaster satisfactory evidence that the publications offered are entitled to the pound rate, and have been duly entered at the office of publication.

2. Satisfactory evidence must also be furnished that the persons to whom bulk packages are sent from a news agency are also news agents, and the address upon bulk packages sent to or from a news agency to a news agent should show that the addressee is such agent.

3. A news agent can not be permitted to take packages of newspapers or periodicals out of a post-office, write an address on each copy, and return them to the office for mailing or delivery without additional prepayment of postage, at the pound rate, except in the case of publications entitled to pass free to actual subscribers thereto, under section 374.

4. The postmaster is not authorized to open a news agent's packages and distribute any of the papers or periodicals therein, through the post-office, to subscribers free.

5. News agents are entitled to return unsold second-class matter to other news agents at the pound rate of postage; but when such matter is returned to publishers it is subject to postage at the rate of one cent for each four ounces or fraction thereof.

6. When news agents desire to return to publishers merely the heads or small portions of each copy as evidence that the copy has not been sold, such portions are not entitled to pass at the pound rate, but must be rated as third-class matter.

7. On all copies sent by news agents either gratuitously, or to fill orders or otherwise, to persons not subscribers or other news agents, postage must be prepaid at the transient rate, by affixing ordinary stamps to the package at the rate of 1 cent for each 4 ounces or fraction thereof.

Sec. 302. Rate on Transient Newspapers, Etc.—That the rate of postage on newspapers and periodical publications of the second class, when sent by others than the publisher or news agent, shall be 1 cent for each 4 ounces or fractional part thereof, and shall be fully prepaid by postage stamps affixed to said matter. (Act of June 9, 1884, 23 Stats., 40.)

This rate applies to transient newspapers and periodicals sent to any place in the United States, without regard to the place of mailing or destination.

Sec. 303. Definition of a Newspaper and Periodical.—A "newspaper" is defined to be a publication issued at stated intervals of not longer than one week for the dissemination of current news, whether it be of general or special character, and having the characteristics of second-class matter prescribed by statute. A "periodical" is a publication not embraced within the above definition of a newspaper, issued at stated intervals as frequently as four times a year, and having the characteristics of second-class matter prescribed by statute.

Sec. 304. Rates at Free-Delivery Offices.—*Provided*, That the rate of postage on newspapers (excepting weeklies) and periodicals not exceeding 2 ounces in weight, when the same are deposited in a letter-carrier office for delivery by its carriers, shall be uniform at 1 cent each; periodicals weighing more than 2 ounces shall be subject, when delivered by such carriers, to a postage of 2 cents each, and these rates shall be prepaid by stamps affixed. (Act of March 3, 1879, § 25, 20 Stats., 361.)

1. All second-class publications mailed by publishers addressed to a letter-carrier office, or deposited therein for distribution through the boxes or general delivery, are subject to postage at the rate of 1 cent a pound.

2. Weekly newspapers mailed by publishers or news agents, whether deposited for delivery by the carriers or otherwise, are subject to postage at the rate of 1 cent a pound.

3. Newspapers, other than weeklies, without regard to weight, and periodicals not exceeding 2 ounces in weight, mailed by publishers or news agents for local delivery by carriers, are subject to 1 cent postage each, to be prepaid with ordinary stamps affixed.

4. Periodicals exceeding 2 ounces in weight mailed by publishers or news agents for local delivery by carriers, 2 cents each, to be prepaid with ordinary stamps affixed.

5. Weekly newspapers mailed for delivery at a free-delivery office, although within the county of publication, must pay the pound rate.

6. Postmasters must be watchful to prevent admission to the mails of second-class matter addressed to free-delivery offices without prepayment of proper postage.

Sec. 305. Second-Class Matter at Free-Delivery Offices; how Separated.—Second-class matter for city delivery, where the carrier system is established, should be separately made up at the office of publication, that for delivery by the carriers of a post-office being put in one package or bundle, each article of mail matter therein properly stamped, and that for delivery through the boxes of the post-office by itself. If the separation is not made at the office of publication, each paper or periodical not properly stamped must be placed in the boxes or at the general delivery for delivery therefrom.

GENERAL PROVISIONS.

Sec. 306. Newspapers to be Wrapped and Dried.—No newspapers shall be received to be conveyed by mail unless they are sufficiently dried and inclosed in proper wrappers. (R. S., § 3883.)

The wrappers should be such that they can be easily removed without destroying them or injuring their inclosures.

Sec. 307. Manner of Folding and Address.—Publications of the second class should be properly folded for assorting and delivery, and legibly addressed. Publishers and news agents are enjoined to fold their publications to a size not larger than 9 by 12 inches, and when second-class matter is addressed by them, unwrapped (that is when wrapped in bulk each paper bearing the addressee's name), it should uniformly be upon the upper right-hand corner of the first page; and whether wrapped in bulk or singly, the entire address required should be in a clear handwriting or plain type not smaller than long primer. A disregard of this request is liable to delay transportation and delivery, as postmasters are instructed to hold illegibly addressed and improperly folded matter of this character until all other is distributed.

Sec. 308. What is Permissible to be Written or Printed on Mail Matter of the Second Class.—Mailable matter of the second class shall contain no writing, print, or sign thereon or therein in addition to the original print, except as herein provided, to-wit: The name and address of the person to whom the matter shall be sent, index-figures of subscription book, either printed or written, the printed title of the publication and the place of its publication, the printed or written name and address without addition of advertisement of the publisher or sender or both, and written or printed words or figures, or both, indicating the date on which the subscription to such matter will end, the correction of any typographical error, a mark except by written or printed words to designate a word or passage to which it is desired to call attention; the words "sample copy," when the matter is sent as such; the words "marked copy," when the matter contains a marked item or article. And publishers or news agents may inclose in their publications, bills, receipts and orders for subscriptions thereto, but the same shall be in such form as to convey no other information than the name, place of publication, subscription price of the publication to which they refer, and the subscription due thereon. (Act of January 20, 1888.) When matter mailable at second-class rates is prepaid at the third-class rate, it shall be deemed third-class matter and entitled to all the permissible printing or writing authorized for matter of the third class. The number of copies inclosed may be indicated upon the wrapper or face of the package.

Sec. 309. Forms of Bills, Receipts, and Orders Accompanying Second-Class Matter.—Bills or receipts printed or written in substantially the following form are admissible under the preceding act:

NEW YORK, ——— ———, 189—.

Office of ——— ———,
The ——— Weekly,
37 Park Row. P. O. Box 4295.
——— ——— to the ——— Weekly, Dr.
——— ———, subscription, in advance.
Received payment for the ——— Weekly from ——— to ———.

1. A bill or receipt for subscription may include the names of more than one publication, and their terms of subscription, provided they are all published by the same individual or company, or sent by the same news agent, and may include any period of subscription or any number of shipments to a news agent.

2. Orders for subscription may indicate the term or period for which subscription is ordered. The written or printed words or figures, or both, to indicate when the subscription will end, may be placed upon the matter itself, upon the wrapper or upon the bills, receipts, or orders which may be inclosed therewith.

Sec. 310. Detention of Matter and Collection of Proper Rate.—When a postmaster at the office of mailing has good reason to believe that a

publisher or news agent has deposited matter for mailing at the second-class rates which should be charged with a higher rate, he must detain the suspected matter, notify the publisher or news agent at once of the detention, and report the fact forthwith to the Third Assistant Postmaster-General.

Money collected from publishers upon third-class matter illegally mailed as second class should be converted into ordinary stamps, which should be affixed to a sheet of paper, canceled, and at once mailed to the Third Assistant Postmaster-General, with report of the facts. The stamps so used will be accounted for as sold, and at fourth-class offices also as canceled.

When a publication known by a postmaster to be third-class matter arrives at his post-office, without evidence of having been prepaid by stamps affixed, he will rate up the package at the *first*-class rate, to be collected, and report the facts as above. If in doubt he may withhold delivery, and forward a copy with his report.

As to second-class matter entitled to be mailed free, see section 374.
As to regulations for wrapping and examination, see sections 329, 328.

THIRD-CLASS MATTER.

Sec. 311. Third-Class Matter Defined and Rate.—That mail matter of the third class shall embrace books, transient newspapers, and periodicals, circulars, and other matter wholly in print (not included in section twelve), [section 293], proof sheets, corrected proof sheets, and manuscript copy accompanying the same, and postage shall be paid at the rate of one cent for each two ounces or fractional part thereof, and shall fully be prepaid by postage stamps affixed to said matter. Printed matter other than books received in the mails from foreign countries under the provisions of postal treaties or conventions shall be free of customs duty, and books which are admitted to the international mails exchanged under the provisions of the Universal Postal Union Convention may, when subject to customs duty, be delivered to addresses in the United States under such regulations for the collection of duties as may be agreed upon by the Secretary of the Treasury and the Postmaster-General. (Act of March 3, 1879, § 17, 20 Stats., 359.) But see section 302.

Sec. 312. Circulars.—That the term "circular" is defined to be a printed letter, which, according to internal evidence, is being sent in identical terms to several persons. A circular shall not lose its character as such when the date and the name of the addressee and of the sender shall be written therein, nor by the correction of mere typographical errors in writing. (Act of March 3, 1879, § 18, 20 Stats., 360.)

Respecting the address of a circular, see section 274.

Sec. 313. Roots, Bulbs, Seeds, Scions, etc.—By the act approved July 24, 1888, the postage on seeds, cuttings, roots, scions, and plants was fixed at the rate of 1 cent for each 2 ounces or fraction thereof. These designations do not include cut flowers, dried fruits, dried plants, etc., the rate of postage upon which is 1 cent for each ounce or fraction thereof.

Sec. 314. Bulk Packages for Separate Distribution.—When circulars, handbills, advertising sheets, or any other printed matter of the third class are sent by mail in bulk from one post-office to another, to be distributed through the boxes or general delivery of the post-office of address, or by letter-carriers, the bulk package must not exceed four pounds in weight, and must be fully prepaid at the rate of one cent for each two ounces or fraction thereof, and the proper drop rate at the post-office of destination must be affixed in stamps by the sender to each separate circular or package (see section 311) in addition to the rate already paid upon the bulk package. Third-class matter must be prepaid by stamps affixed to each package to one address.

Sec. 315. Printed Matter.—That "printed matter" within the intendment of this act is defined to be the reproduction upon paper, by any process except that of handwriting, of any words, letters, characters, figures, or images, or of any combination thereof, not having the character of an actual and personal correspondence. (Act of March 3, 1879, § 19, 20 Stats., 360.)

Sec. 316. Further Points of Definition, Rules, &c.—1. Reproductions from originals, not in the nature of personal correspondence, made by the electric pen, papyograph, metallograph, chirograph, copygraph, or similar mechanical processes, easy of recognition, "blue prints" reproduced only as copies of the original, photographs containing no writing other than the name of the sender (see section 318), canvassing or prospectus books containing sample chapters of, or other printed matter relating to, the publication for which such books are used, copy books for use in schools, with printed copy lines and instructions in the art of writing, are within the definition of printed matter.

2. Matter prepared by the typewriter is inadmissible as third-class matter, and must be regarded as personal correspondence. Circulars and other matter printed in imitation of typewriting may, however, be admitted as third-class matter when they are not in the nature of personal correspondence, and are easily distinguishable from actual typewriting.

3. Blank or printed cards and envelopes with printed address thereon may be inclosed as third-class matter; not so when the addresses are written.

4. Printed matter sent in the mails as a sample of the printing thereon is third-class matter; but samples of paper with printing thereon merely to invite attention to the quality or price of the paper is fourth-class matter.

Sec. 317. Corrections of Proof Sheets.—The corrections in proof sheets may embrace the alteration of the text or insertion of new matter, as well as the correction of typographical and other errors, and also any marginal instructions to the printer necessary to the correction of the matter, or its proper appearance in print. Part of an article may even be entirely rewritten by way of correction, but not the entire article; and such corrections must be upon the margin of or attached to the

proof sheets. Manuscript of one article can not be inclosed with proof or corrected proof sheets of another.

Sec. 318. Permissible Additions.—Upon matter of the third-class, or upon the wrapper or envelope inclosing the same, or the tag or label attached thereto, the sender may write his own name, occupation, and residence or business address, preceded by the word "from," and may make marks other than by written or printed words to call attention to any word or passage in the text, and may correct any typographical errors. There may be placed upon the blank leaves or cover of any book, or printed matter of the third class, a simple manuscript dedication or inscription not of the nature of a personal correspondence. Upon the wrapper or envelope of third-class matter or the tag or label attached thereto, may be printed any matter mailable as third class, but there must be left on the address side a space sufficient for a legible address and necessary stamps. (Act of January 20, 1888.)

Sec. 319. The words "please send out," or "post up," or other similar directions or requests not part of the address nor necessary to delivery, can not be written or printed upon the wrapper of a package of third-class matter without subjecting it to first-class rates, as prescribed in section 327. The words "personal," or "to be called for," and return requests and other directions as to delivery, forwarding, or return, are deemed part of the address, and permissible.

FOURTH-CLASS MATTER.

Sec. 320. Defined.—The mailable matter of the fourth class shall embrace all matter not embraced in the first, second, or third class, which is not in its form or nature liable to destroy, deface, or otherwise damage the contents of the mail bag, or harm the person of anyone engaged in the postal service, and is not above the weight provided by law, which is hereby declared to be not exceeding 4 pounds for each package thereof, except in case of single books weighing in excess of that amount, and except for books and documents published or circulated by order of Congress, or official matter emanating from any of the Departments of the Government or from the Smithsonian Institution, or which is not declared nonmailable under the provision of section 3893 of the Revised Statutes as amended by the act of July 12, 1876, or matter appertaining to lotteries, gift concerts, or fraudulent schemes or devices. (Act of March 3, 1879, § 20, 20 Stats., 360.)

See section 333. As to lottery matter, etc., see section 331.

Sec. 321. Liquids, etc.; when Admissible.—Intoxicating liquors (ardent, vinous, spirituous, or malt), poisons, explosive or inflammable articles, live or dead (and not stuffed) animals, guano, or any article exhaling a bad odor, must not under any circumstances be admitted to the mails; but liquids, not ardent, vinous, spirituous, or malt, and not liable to explosion or spontaneous combustion, or ignition by shock or jar, and not inflammable (such as kerosene oil, naphtha, benzine, turpentine,

and of like character), fruits or vegetable matter, liable to decomposition, comb honey, soft soap, pastes or confections, ointments, salves, and articles of similar consistency, may be admitted to the mails for transmission within the United States and Territories, when inclosed in packages in conformity with the conditions prescribed in the next section. The provisions of these regulations do not apply to packages or parcels addressed to foreign countries, now prohibited from transmission by the acts of the Universal Postal Union, or any postal convention or arrangement with any foreign postal administration.

Sec. 322. Preparation for Mailing.—Articles of the fourth class not absolutely excluded from the mails, but which, from their form or nature, might, unless properly secured, destroy, deface, or otherwise damage the contents of the mail bag, or harm the person of any one engaged in the postal service, may be transmitted in the mails when they conform to the following conditions:

1. When not liquid or liquefiable, they must be placed in a bag, box, or removable envelope or wrapping, made of paper, cloth, or parchment.

2. Such bag, box, envelope, or wrapping must again be placed in a box or tube made of metal or some hard wood, with sliding clasp or screw-lid.

3. In cases of articles liable to break, the inside box, bag, envelope, or wrapping must be surrounded by sawdust, cotton, or other elastic substance.

4. Admissible liquids and oils (not exceeding 4 ounces liquid measure), pastes, salves, or articles easily liquefiable must conform to the following conditions: When in glass bottles or vials, such bottles or vials must be strong enough to stand the shock of handling in the mails and must be inclosed in a wooden or papier mâché block or tube not less than three-sixteenths of an inch thick in the thinnest part, strong enough to support the weight of mails piled in bags and resist rough handling; and there must be provided, between the bottle and its wooden case, a cushion of cork-crumbs, cotton, felt, asbestos, or some other absorbent, sufficient to protect the glass from shock in handling; the block or tube to be closed by a tightly fitting screw lid of wood or metal, with a rubber or other pad so adjusted as to make the block or tube water-tight and to prevent the leakage of the contents in case of breaking of the glass. When inclosed in a tin cylinder, metal case, or tube, such cylinder, case, or tube should have a screw-lid with a rubber or cork cushion inside in order to make the same water-tight, and should be securely fastened in a wooden or papier mâché block (open only at one end) and not less in thickness and strength than above described. Manufacturers or dealers intending to transmit articles or samples in considerable quantities should submit a sample package, showing their mode of packing, to the postmaster at the mailing office, who will see that the conditions of this section are carefully observed.

5. In case of sharp-pointed instruments, the points must be capped or encased so that they may not by any means be liable to cut through their inclosure, and where they have blades such blades must be bound with wire so that they shall remain firmly attached to each other and within their handles or sockets. Needles must be inclosed in metal or wooden cases, so that they can not by any means prick through or pass out of their inclosures.

6. Seeds, or other articles not prohibited, which are liable, from their form or nature, to loss or damage, unless specially protected, may be put up in sealed envelopes, if such envelopes are made of material sufficiently transparent to show the contents clearly without opening.

7. Ink powders, pepper, snuff, or other powders, not explosive, or any pulverized dry substances, not poisonous, may be sent in the mails when inclosed in the manner prescribed herein for liquids, or when inclosed in metal, wooden, or papier mâché cases in such secure manner as to render the escape of any particles of dust from the package by ordinary handling impossible, and of such strength as to bear the weight and handling of the mails without breaking, the method of packing to be subject to the approval of the General Superintendent of the Railway Mail Service.

8. Queen bees and their attendant bees, and dried insects or reptiles, may be sent in the mails when properly put up so as not to injure the persons of those handling the mails, nor soil the mail bags or their contents.

9. Hard candies or confectionery, yeast cakes, soap in hard cakes, when wrapped in strong paper boxes or heavy paper wrappers adequate to prevent all injury to other mail matter in the same mail bag, are admissible in the domestic mails.

10. Pistols or revolvers, in detached parts, may be sent in the mails; but the mailing postmaster will carefully examine such packages, and will receive them only when sure they are harmless.

11. No specific mode of packing is prescribed for samples of flour; but they should be put up in such manner as to certainly avoid risk of the package breaking or cracking or the flour being scattered in the mails, and if this be not done the sample should be excluded.

12. Articles of fourth-class matter must be so wrapped that their contents may be easily and thoroughly examined by postmasters, both with reference to the safety of the mails and postal employés and to the exclusion of matter chargeable as of the first class.

Sec. 333. **Permissible Additions.**—With a package of fourth-class matter prepaid at the proper rate for that class, the sender may inclose any mailable third-class matter, and may write upon the wrapper or cover thereof, or tag or label accompanying the same, his name, occupation, residence or business address, preceded by the word "from,"

and any marks, numbers, names, or letters for purpose of description, or may print thereon the same, and any printed matter not in the nature of a personal correspondence, but there must be left on the address side or face of the package a space sufficient for a legible address and necessary stamps. (Act of January 20, 1888.)

The tag or label, with the printing or writing authorized thereon, may be attached to the whole package, or separate tags or labels, bearing the same, may be attached to each of one or more articles contained in the package.

In all cases directions for transit, delivery, forwarding or return shall be deemed part of the address; and the Postmaster-General shall prescribe suitable regulations for carrying this section (308, 318) into effect. (Act January 20, 1888.)

Sec. 324. Regulations for Examination, etc.—1. The space to be left on the address side should be sufficient for a legible address and for all directions permissible thereon, for postmarking, rating, and any words necessary for forwarding or return.

2. Watermarks or printing in light tints, not rendering the reading of the address difficult, will not be deemed an infringement upon the address space.

3. Postmasters will carefully examine packages before mailing, to ascertain that no matter chargeable as of the first-class is included, and that the requirements of the foregoing statute are complied with.

4. Postmasters at the offices of address are required to examine such packages and rate up the same at first-class rates whenever the statute has been violated, and collect such postage on delivery. If the addressee feel aggrieved, he may deposit the extra postage with the postmaster, who shall give receipt therefor, and send to the Third Assistant Postmaster-General a statement of the case and the reason of the charge. The postmaster will forward the statement in a penalty envelope, and will accompany it with any explanation necessary to an understanding of the case; and if, upon investigation, it appears that the violation of the law was unintentional and unimportant in character, the postmaster will be directed to refund the deposit.

5. The postmaster will report to the Sixth Auditor all cases in which the penalty has been incurred, under section 327, giving the name of the sender, if known, addressee, office, and date of mailing, and a description of the package and of the matter inclosed or concealed therein, and a statement of the disposition made thereof. When not delivered to addressee on payment of first-class rates, the package will be retained by the postmaster to be used as evidence, and he should be able to establish its identity. If the penalty is voluntarily paid, it will be disposed of as prescribed by section 255.

Sec. 325. Fourth-Class Postage.—That all matter of the fourth class

shall be subject to examination and to a postage charge at the rate of 1 cent an ounce or fraction thereof, to be prepaid by stamps affixed. (Act of March 3, 1879, § 21, 20 Stats., 360.)

PROVISIONS APPLICABLE TO DIFFERENT CLASSES.

Sec. 326. Limit of Weight.—No package weighing more than 4 pounds shall be received for conveyance by mail, except books published or circulated by order of Congress. (R. S., § 3879.)

NOTE.—The limit of weight does not apply to matter in foreign mails regulated by postal conventions. (Opins. Att'y-Gen., June 30, 1887.) Section 320 is amendatory to this section by adding further exceptions.

And "except in case of single books weighing in excess of that amount, and except for books and documents published or circulated by order of Congress, or official matter emanating from any of the Departments of the Government, or from the Smithsonian Institution." (See Sec. 320.)

Sec. 327. Penalty for Evasion of Payment of Postage.—That matter of the second, third, or fourth class, containing any writing or printing in addition to the original matter other than as authorized in the preceding section (sections 308, 318, 323), shall not be admitted to the mails, nor delivered, except upon payment of postage for matter of the first-class, deducting therefrom any amount which may have been prepaid by stamps affixed, unless by direction of the Postmaster-General such postage shall be remitted; and any person who shall knowingly conceal or inclose any matter of a higher class in that of a lower class, and deposit or cause the same to be deposited for conveyance by mail, at a less rate than would be charged for both such higher and lower class matter, shall, for every such offense, be liable to a penalty of $10.

Sec. 328. Packages must Admit of Examination.—That the Postmaster-General may prescribe, by regulation, the manner of wrapping and securing for the mails all packages of matter not charged with first-class postage, so that the contents of such packages may be easily examined; and no package, the contents of which can not be easily examined, shall pass in the mails or be delivered at a less rate than for matter of the first class. (Act of March 3, 1879, § 24, 20 Stats., 361.)

Sec. 329. Regulations as to Wrapping.—Newspapers and periodicals must be wrapped in such manner that the wrappers can be removed and replaced without destroying them or injuring their inclosures.

2. Third-class matter must be either placed under band, upon a roller, between boards, in a case open at one side or end, or in an uninclosed envelope, or closed so as not to conceal the nature of the packet or its contents, or it may be so tied with a string as to easily unfasten. Address cards and all printed matter in the form of an unfolded card may be mailed without band, envelope, fastening, or fold.

3. Fourth-class matter must be wrapped or inclosed, according to its

nature, as prescribed in section 322, in such manner as to be easily examined.

4. Whenever any packet of matter other than first class, offered for mailing to any address within the United States, is sealed or otherwise closed against inspection or contains or bears writing not permissible by section 323, it is subject to postage at letter, or first-class, rates, and will be treated as a letter; that is, if one full rate, two cents, has been paid, it will be rated up with the deficient postage at letter rates; if less than one full rate has been paid, it will be treated as prescribed in section 480.

UNMAILABLE MATTER.

Sec. 330. Definition and Classification.—Unmailable matter includes all matter which is by law, regulation, or treaty stipulation prohibited from being transmitted in the mails, or which, by reason of illegible, incorrect, or insufficient address, it is found impossible to forward to destination. For convenience it is divided into the following classes:

1. *Held for postage.*—That matter which is insufficiently prepaid to entitle it to be forwarded in the mail. This includes all domestic matter of the first-class which is not prepaid at least one full rate of postage and all other domestic matter not fully prepaid, and all insufficiently prepaid matter addressed to foreign countries on which prepayment is necessary.

2. *Misdirected.*—That is, matter without address or so incorrectly, insufficiently, or illegibly addressed that it can not be forwarded to its destination. This includes "nixes," the term applied to designate mail-matter not addressed to a post-office or addressed to a post-office without the name of the State being given, or otherwise so incorrectly, illegibly, or insufficiently addressed that it can not be transmitted. (Section 996.)

3. *Destructive.*—That which from its harmful nature is forbidden to be in the mails. Among these are: Poisons, explosive or inflammable articles, live or dead (and not stuffed) animals, insects, or reptiles (queen bees (except as specified in paragraph 8, section 322), fruits or vegetable matter liable to decomposition, comb honey, guano, or any article exhaling a bad odor; vinous, spirituous, and malt liquors and liquids liable to explosion, spontaneous combustion, or ignition by shock or jar (such as kerosene oil, naphtha, benzine, turpentine, and other liquids of like character.)

4. *Coin and jewelry.*—That matter, to wit, coins, jewelry, or precious articles, which is by treaty stipulation prohibited from being sent in the mails to certain foreign countries. (See section 355.)

5. *Obscene Matter.*—This embraces: Every obscene, lewd, or lascivious book, pamphlet, picture, paper, writing, print, or other publication of an indecent character; every article or thing designed or

intended for the prevention of conception or procuring abortion; every article or thing adapted or intended for any indecent or immoral use; every written or printed card, circular, book, pamphlet, advertisement, or notice of any kind giving information, directly or indirectly, where, how or from whom, or by what means any of the hereinbefore mentioned matters, articles, or things may be obtained or made; every letter upon the envelope of which or postal card upon which indecent, lewd, obscene, or lascivious delineations, epithets, terms, or language may be written or printed. (See section 333.)

6. *Lottery matter.*—That is, letters and circulars *known* to be concerning lotteries, so-called gift concerts or other similar enterprises, offering prizes, or concerning schemes devised and intended to deceive and defraud the public for the purpose of obtaining money under false pretenses. (See section 331.)

7. *Mutilated.*—That matter which is recovered from wrecked or burned mail cars or vessels, or which has been so damaged by any other means that it can not be forwarded to its destination. This includes all matter of value found loose in the mails, separated from the wrapper, label, or envelope containing the address, so that the destination can not be known, and all matter recovered from depredations on the mails which the Postmaster-General is required to restore to the owners when ownership is proved. (Section 101.)

8. *Excess of weight and size.*—Those packages of domestic third and fourth class matter more than 4 pounds (except single books exceeding that weight), and official matter emanating from the Departments, and books and documents published and circulated by order of Congress, and of foreign matter, which are in excess of the weight or size fixed by the treaty stipulation as the maximum for such matter. The limit of weight *does not apply* to second-class matter mailed in packages at the pound rate or at the rate of 1 cent for each 4 ounces.

9. *Contrary to regulations.*—Such matter as is addressed to foreign countries contrary to regulations for transmission thereto.

10. *Copyright matter.*—Any publication which violates any copyright granted by the United States. (See section 291.)

11. *Scurrilous Matter.*—Matter upon the envelope or outside cover or wrapper of which, or postal card upon which, any delineations, epithets, terms, or language of an indecent, lewd, lascivious, obscene, libelous, scurrilous, defamatory, or threatening character, or calculated by the terms or manner or style of display and obviously intended to reflect injuriously upon the character or conduct of another, may be written or printed. (See section 332.)

12. *Fraudulent or Fictitious Matter.*—That matter declared nonmailable by act of Congress approved March 2, 1889. (Section 334.)

Sec. 331. No Letter, Postal Card, or Circular concerning any lottery, so-called gift concert, or similar enterprise offering prizes dependent upon

lot or chance, or concerning schemes devised for the purpose of obtaining money by false pretenses, and no list of the drawings at any lottery or similar scheme, and no lottery ticket or part thereof, and no check, draft, bill, money, postal note, or money-order, for the purchase of any ticket, tickets, or part thereof, or of any share or any chance in any such lottery or gift enterprise, shall be carried in the mail or delivered at or through any post-office or branch thereof, or by any letter-carrier; nor shall any newspaper, circular, pamphlet, or publication of any kind containing any advertisement of any lottery or gift enterprise of any kind offering prizes dependent upon lot or chance, or containing any list of prizes awarded at the drawings of any such lottery or gift enterpise, whether said list is of any part or of all of the drawing, be carried in the mail or delivered by any postmaster or letter-carrier. Any person who shall knowingly deposit or cause to be deposited, or who shall knowingly send or cause to be sent, anything to be conveyed or delivered by mail in violation of this section, or who shall knowingly cause to be delivered by mail anything herein forbidden to be carried by mail, shall be deemed guilty of a misdemeanor, and on conviction shall be punished by a fine of not more than $500 or by imprisonment for not more than one year, or by both such fine and imprisonment for each offense. Any person violating any of the provisions of this section may be proceeded against by information or indictment and tried and punished, either in the district at which the unlawful publication was mailed or to which it is carried by mail for delivery according to the direction thereon, or at which it is caused to be delivered by mail to the person to whom it is addressed.

The Postmaster-General may, upon evidence satisfactory to him that any person or company is engaged in conducting any lottery, gift enterprise, or scheme for the distribution of money, or of any real or personal property by lot, chance or drawing of any kind, or that any person or company is conducting any other scheme or device for obtaining money or property of any kind through the mails by means of false or fraudulent pretenses, representations, or promises, instruct postmasters at any post-office at which registered letters arrive directed to any such person or company, or to the agent or representative of any such person or company, whether such agent or representative is acting as an individual or as a firm, bank, corporation, or association of any kind, to return all such registered letters to the postmaster at the office at which they were originally mailed, with the word "Fraudulent" plainly written or stamped upon the outside thereof; and all such letters so returned to such postmasters shall be by them returned to the writers thereof, under such regulations as the Postmaster-General may prescribe. But nothing contained in this section shall be so construed as to authorize any postmaster or other person to open any letter not addressed to himself. The public advertisement by such person or com-

pany so conducting such lottery, gift enterprise, scheme, or device, that remittances for the same may be made by registered letters to any other person, firm, bank, corporation, or association named therein, shall be held to be prima facie evidence of the existence of said agency by all the parties named therein; but the Postmaster-General shall not be precluded from ascertaining the existence of such agency in any other legal way satisfactory to himself.

The Postmaster-General may, upon evidence satisfactory to him that any person or company is engaged in conducting any lottery, gift enterprise, or scheme for the distribution of money or of any real or personal property by lot, chance, or drawing of any kind, or that any person or company is conducting any other scheme for obtaining money or property of any kind through the mails by means of false or fraudulent pretenses, representations, or promises, forbid the payment by any postmaster to said person or company of any postal money-orders drawn to his or its order or in his or its favor, or to the agent of any such person or company, whether such agent is acting as an individual or as a firm, bank, corporation, or association of any kind, and may provide by regulation for the return to the remitters of the sums named in such money-orders. But this shall not authorize any person to open any letter not addressed to himself. The public advertisement by such person or company so conducting any such lottery, gift enterprise, scheme, or device, that remittances for the same may be made by means of postal money-orders to any other person, firm, bank, corporation, or association named therein shall be held to be prima facie evidence of the existence of said agency by all the parties named therein; but the Postmaster-General shall not be precluded from ascertaining the existence of such agency in any other legal way.

(Secs. 3894, 3929, and 4041 R. S., as amended by the act of September 19, 1890.)

1. Section 3894, above quoted, applies to any letter, ordinary or registered, if it concerns any lottery, gift concert, or scheme described in the section, and to lottery tickets, checks, drafts, bills, money, postal notes, or money-orders for the purchase of lottery tickets, or any share or chance in a lottery or gift enterprise, and to the list of the drawings at any lottery or similar scheme, and forbids the carrying of them in the mails or the delivery of them from post-offices.

2. The seal of a letter or any sealed packet prepaid at letter rates must not be disturbed for the purpose of ascertaining if its transmission in the mail or its delivery at a post-office is forbidden by the provisions of this act. Nor will the mere suspicion that such letter or packet relates to a lottery or the fact that it is addressed to any person known to be engaged in the business of conducting a lottery justify its detention or nondelivery, except that the delivery of registered letters at the office of destination shall be withheld when the Postmaster-General has issued specific orders under the provisions of section 3929 to that effect.

3. Postal cards and circulars unsealed and all other unsealed matter may, when suspected of having been deposited or mailed in violation of the provisions of this act, be examined for the purpose of ascertaining their character.

4. The mailing of matter interdicted by this act by citizens to lottery companies and their representatives is as clear a violation of the law as the mailing of such matter by lottery companies to their customers and other persons.

5. When it is known at the time of depositing them for mailing that postal cards or circulars are unmailable under the provisions of section 3894, above quoted, the postmaster should decline to receive them. If they be found in a post-office and the sender is unknown to the postmaster or if they be discovered in the mail in transit, they should be withdrawn and marked or stamped "Fraudulent" and sent to the Postmaster-General, accompanied by a special report from the postmaster explaining the reasons for their detention.

6. The provisions of this act apply to letters, postal cards, and circulars concerning lotters, or similar schemes, that come in the mails from foreign countries, and such matter so received should be treated as if it originated in the United States.

7. Matter sent in violation of the provisions of section 3894, discovered by postmasters at intermediate offices, should be withdrawn from the mail and disposed of in the same manner as if it had been discovered by the postmaster at the office of mailing or the office of delivery. But postmasters at intermediate offices should not delay the transmission of other mail in making special search for anything declared by this act to be unmailable.

8. Newspapers, pamphlets, and publications of all kinds, bearing date before or since the 19th day of September, 1890 (at which date the act took effect), which contain the advertisement of any lottery, gift enterprise, or similar scheme, or the whole or part of the list of prizes awarded at the drawings of lotteries or similar schemes, are by the provisions of this act denied carriage in the mails or delivery to subscribers, addressees, or to any other person or as "sample copies." Postmasters should refuse to receive them from publishers or to deliver them if by inadvertence they reach the office of destination. When found by postmasters in the mail *in transit*, they should be held until a report concerning them can be made to the Postmaster-General and instructions received from him as to the disposing of them.

9. Foreign newspapers, pamphlets, and publications of all kinds containing printed matter forbidden by the provisions of this act should be treated as if they were published in the United States.

10. Clerks in the Railway Mail Service discovering matter the carriage of which is forbidden by the provisions of this act should with-

draw and forward it to their respective division superintendents. Division superintendents should treat such matter in the same manner as postmasters are herein instructed to treat it.

11. The term "lottery," as used in this act, embraces all kinds of schemes, general or local, for the distribution of prizes by lot or chance, such as gift exhibitions, enterprises, concerts, raffles, or the drawing of prizes in money or property at fairs. Hence, letters, postal cards, and circulars concerning them and newspapers, pamphlets, and other publications containing advertisements of them are unmailable.

12. The provisions of section 3929, relating to registered letters, and of section 4041, relating to money orders (both of which sections are set out in full in the preceding copy of the act), apply to such matter at offices of delivery only and are to be enforced upon the direct orders of the Postmaster-General.

13. Postmasters and other postal officials and employés are expected to be diligent in carrying out the foregoing instructions for the enforcement of the provisions of this act.

Sec. 382. Scurrilous Matter.—That all matter, otherwise mailable by law, upon the envelope or outside cover or wrapper of which, or any postal card upon which, any delineations, epithets, terms, or language of an indecent, lewd, lascivious, obscene, libelous, scurrilous, defamatory, or threatening character, or calculated by the terms or manner or style of display and obviously intended to reflect injuriously upon the character or conduct of another may be written or printed, or otherwise impressed or apparent, are hereby declared nonmailable matter, and shall not be conveyed in the mails, nor delivered from any post-office, nor by any letter-carrier, and shall be withdrawn from the mails under such regulations as the Postmaster-General shall prescribe; and any person who shall knowingly deposit, or cause to be deposited, for mailing or delivery, anything declared by this section to be nonmailable matter, and any person who shall knowingly take the same or cause the same to be taken from the mails, for the purpose of circulating or disposing of or of aiding in the circulation or disposition of the same, shall, for each and every offense, upon conviction thereof, be fined not more than $5,000 or imprisoned at hard labor not more than five years, or both, at the discretion of the court."

(Act of June 18, 1888, as amended September 26, 1888.)

Sec. 383. Obscene Matter.—Every obscene, lewd, or lascivious book, pamphlet, picture, paper, letter, writing, print, or other publication of an indecent character, and every article or thing designed or intended for the prevention of conception or procuring of abortion, and every article or thing intended or adapted for any indecent or immoral use, and every written or printed card, letter, circular, book, pamphlet, advertisement, or notice of any kind giving information, directly or indirectly, where or how or of whom or by what means any of the hereinbefore mentioned matters, articles, or things may be obtained or

made, whether sealed as first-class matter or not, are hereby declared to be nonmailable matter, and shall not be conveyed in the mails nor delivered from any post-office nor by any letter-carrier; and any person who shall knowingly deposit, or cause to be deposited, for mailing or delivery, anything declared by this section to be nonmailable matter, and any person who shall knowingly take the same, or cause the same to be taken, from the mails for the purpose of circulating or disposing of or of aiding in the circulation or disposition of the same, shall, for each and every offense, be fined upon conviction thereof not more than $5,000 or imprisoned at hard labor not more than five years, or both, at the discretion of the court. And all offences committed under the section of which this is amendatory, prior to the approval of this act, may be prosecuted and punished under the same in the same manner and with the same effect as if this act had not been passed: *Provided*, That nothing in this act shall authorize any person to open any letter or sealed matter of the first class not addressed to himself. (See 3893 R. S., as amended September 26, 1888.)

Sec. 334. Green Goods, Fraudulent and Fictitious Matter.—If any person having devised or intending to devise any scheme to defraud or artifice to defraud, or to sell, dispose of, loan, exchange, alter, give away, or distribute, supply or furnish, or procure for unlawful use any counterfeit or surplus coin, bank notes, paper money, or any obligation or security of the United States or of any State, Territory, municipality, company, corporation, or person, or anything represented to be or intended to be, or intimated or held out to be such counterfeit or spurious articles, or any scheme or artifice to obtain money by or through correspondence, by what is commonly called the "sawdust swindle," or "counterfeit money fraud," or by dealing or pretending to deal in what is commonly called "green articles," "green coin," "bills," "paper goods," "spurious Treasury notes," "United States goods," "green cigars," or any other names or terms intended to be understood as relating to such counterfeit or spurious articles, to be effected by either opening or intending to open correspondence or communication with any person, whether resident within or outside the United States, by means of the Post-Office Establishment of the United States, or by inciting such other person or any person to open communication with the person so devising or intending, shall, in and for executing such scheme or artifice or attempting so to do, place or caused to be placed, any letter, packet, writing, circular, pamphlet, or advertisement in any post-office, branch post-office, or street or hotel letter-box of the United States, to be sent or delivered by the said post-office establishment, or shall take or receive any such therefrom, such person so misusing the post-office establishment shall, upon conviction, be punishable by a fine of not more than $500 and by imprisonment for not more than eighteen months, or by both such punishments, at the discretion of the court. The indictment, information, or complaint may severally charge offenses to the

number of three when committed within the same six calendar months; but the court thereupon shall give a single sentence, and shall proportion the punishment especially to the degree in which the abuse of the post-office establishment enters as an instrument into such fraudulent scheme and device.

That any person who, in and for conducting, promoting, or carrying on, in any manner by means of the Post-Office Establishment of the United States, any scheme or device mentioned in the preceding section, or any other unlawful business whatsoever, shall use or assume or request to be addressed by any fictitious, false, or assumed title, name, or address, or name other than his own proper name, or shall take or receive from any post-office of the United States any letter, postal cards, or packet addressed to any such fictitious, false, or assumed title, name, or address, or name other than his own lawful and proper name, shall, upon conviction, be punishable as provided in the first section of this act.

That the Postmaster-General may, upon evidence satisfactory to him that any person is using any fictitious, false, or assumed name, title, or address in conducting, promoting, or carrying on, or assisting therein, by means of the Post-Office Establishment of the United States, any business scheme or device in violation of the provisions of this act, instruct any postmaster at any post office at which such letters, cards, or packets, addressed to such fictitious, false, or assumed name or address arrive to notify the party claiming or receiving such letters, cards, or packets to appear at the post-office and be identified, and if the party so notified fail to appear and be identified, or if it shall satisfactorily appear that such letters, cards, or packets are addressed to a fictitious, false, or assumed name or address, such letters, postal cards, or packages shall be forwarded to the dead-letter office as fictitious matter.

That all matter the deposit of which in the mails is by this act made punishable, is hereby declared nonmailable; but nothing in this act shall be so construed as to authorize any person other than an employé of the dead-letter office, duly authorized thereto, to open any letter not addressed to himself.

That whenever the Postmaster-General is satisfied that letters or packets sent in the mails are addressed to places not the residence or business address of the persons for whom they are intended, to enable such persons to escape identification, he may direct postmasters to deliver such letters only from the post-office upon identification of persons addressed.

(Sec. 5480 R. S. as amended; act approved March 2, 1889.)

Sec. 335. Postmasters are Responsible for the Admission of Improper Matter, and will exercise great care to exclude whatever is manifestly unmailable. When articles of the fourth class are offered for mailing under the provisions of section 322 they must be examined and excluded

if the conditions of admission have not been complied with. In cases of doubt the matter should be referred to the General Superintendent of the Railway Mail Service. (See section 888.)

As to the treatment of unmailable matter generally and its disposal, see sections 484, 485, 486, 502, 564, 565.

Sec. 336. Punishment of Officer or Employé for Mailing, etc.—Whoever being an officer, agent, or employé of the Government of the United States, shall knowingly aid or abet any person engaged in any violation of any of the provisions of law prohibiting importing, advertising, dealing in, exhibiting, or sending or receiving by mail, obscene or indecent publications, or representations, or means for preventing conception or procuring abortion, or other articles of indecent or immoral use or tendency, shall be deemed guilty of a misdemeanor, and shall for every offense be punishable by a fine of not more than $5,000, or by imprisonment at hard labor for not more than ten years or both. (Sup. R. S., 1891, 860; act Oct. 1, 1890.)

CHAPTER TWELVE.

FOREIGN MAIL MATTER; ITS CLASSIFICATION AND RATES OF POSTAGE.

POSTAL CONVENTIONS.

Sec. 337. Postal Conventions with Foreign Countries.—For the purpose of making better postal arrangements with foreign countries, or to counteract their adverse measures affecting our postal intercourse with them, the Postmaster-General, by and with the advice and consent of the President, may negotiate and conclude postal treaties or conventions, and may reduce or increase the rates of postage on mail matter conveyed between the United States and foreign countries. (R. S., § 398.)

NOTE.—In execution of the authority given by this section, the Postmaster-General is not limited by the statute fixing a limit of weight to matter in the domestic mails. (See Opinion of Attorney-General, June 30, 1887.)

Sec. 338. Publication of Postal Conventions.—The Postmaster-General shall transmit a copy of each postal convention concluded with foreign governments to the Secretary of State, who shall furnish a copy of the same to the Congressional Printer for publication; and the printed proof sheets of all such conventions shall be revised at the Post-Office Department. (R. S., § 399.)

The Postmaster-General shall transmit a copy of every postal convention to the Secretary of State for the purpose of being printed, and the printed copy thereof shall be revised by the Post-Office Department instead of by the Secretary of State. (R. S., § 3804.)

Sec. 339. Copy to Public Printer.—The Secretary of State shall furnish the Congressional Printer with a correct copy of every act and joint resolution as soon as possible after its approval by the President of the United States, or after it shall have become a law in accordance with the Constitution without such approval; and also of every treaty between the United States and any foreign government after it shall have been duly ratified and proclaimed by the President, and of every postal convention made between the Postmaster-General, by and with the advice and consent of the President, on the part of the United States, and equivalent officers of foreign governments on the part of their respective countries. (R. S., § 3803.)

Sec. 340. Duty of Public Printer Thereon.—The Congressional Printer, on receiving from the Postmaster-General a copy of any postal convention between the Postmaster-General, on the part of the United States, and an equivalent officer of any foreign government, shall immediately cause an accurate printed copy thereof to be executed and sent in duplicate to the Postmaster-General. On the return of one of the revised duplicates, he shall at once have the marked corrections made, and cause to be printed, and sent to the Postmaster-General, any number of copies which he may order, not exceeding five hundred, and to be printed separately, and sent to the two Houses of Congress, the usual number. (R. S., § 3806.)

EXISTING ARRANGEMENTS.

Sec. 341. General Explanation.—The foreign countries with which the United States exchange mails are divisible into three classes, namely:

1. Those with which the exchange of mails is governed by direct postal convention.

2. Those countries which have no direct convention with the United States, but with which mails are exchanged through the intermediary service of some foreign country with which the United States have treaty relations.

3. Those foreign countries with which neither a direct convention exists nor special relations are established through an intermediary by treaty.

Sec. 342. Treaty Relations.—The countries with which mails are exchanged in pursuance of direct postal conventions may be arranged as follows:

1. *The Universal Postal Union countries, namely:*

ARGENTINE REPUBLIC, including eastern parts of Patagonia and Terra del Fuego and Staten Island.

AUSTRIA-HUNGARY, including the Principality of Lichtenstein.

BAHAMAS.

BARBADOS, W. I.

BELGIUM.

BOLIVIA.

BERMUDAS.

BRAZIL.

BRITISH COLONIES on West Coast of Africa (Gold Coast, Lagos, Senegambi Leone).

BRITISH COLONIES IN WEST INDIES, viz, Antigua, Dominica, Montserra St. Christopher, the Virgin Isles, Grenada, St. Lucia, Tobago, and Turks Is

BRITISH GUIANA.

BRITISH HONDURAS.

BRITISH INDIA: Hindostan and British Burmah (Aracan, Pegu, and Ten and the Indian Postal Establishments of Aden, Muscat, Persian Gulf, Gua Mandalay.

BRITISH NEW GUINEA.

BULGARIA, Principality of.

CEYLON.

CHILE, including western part of Patagonia and Terra del Fuego.

COLOMBIA, U. S. of.

CONGO, Independent State of.

COSTA RICA.

DANISH COLONIES of St. Thomas, St. Croix, and St. John.

DENMARK, including Iceland and the Faroe Islands.

DOMINICA, Republic of.

ECUADOR.

EGYPT, including Nubia and Soudan.

FALKLAND ISLANDS.

FIJI ISLANDS.

FRANCE, including Algeria, the Principality of Monaco, and French p establishments at Tangier (Morocco), and at Shanghai (China), and at Cambodia, Annam, and Tonquin.

FRENCH COLONIES—

1. *In Asia:* French establishments in India (Chandernagore, Karikal, M dicherry and Yanaon), and in Cochin China (Saigon, Mytho, Bien-Hoa, Poulc Vingh-Long, Hatien, Tschandok).

2. *In Africa:* Senegal and dependencies (Goree, S. Louis, Bakal, Dagana), and Nossi-be, Gaboon (including Grand Bassam and Assinie), Réunion (B Ste. Marie, Tamatave, Majunga, Ambositra, Andevorante, Fenerive, Fiar Foulpointe, Ivondro, Maevatanana, Mahambo, Mahanoro, Mahela, Maintir nanjary, Morondava, Morotsangana, Nossi-Vé, Tananarive or Antananari mandry, Vohemar, in Madagascar; and Obok, east coast.

3. *In America:* French Guiana, Guadeloupe, and dependencies (Desirad seada, Les Saintes, Marie Galante and the north portion of St. Martin), Ma St. Bartholomew, St. Pierre, and Miquelon.

4. In *Oceanica:* New Caledonia, Tahiti, Marquesas Islands, Isle of Pines Islands, the Archipelagoes of Gambier, Toubounai and Toumotù (Low Islar

GERMANY, including the Island of Heligoland: the German post-office (Samoan Islands), and at Shanghai (China).

GERMAN PROTECTORATES: Territory of Camoroons (or Kameroun), West Africa; Territory of the New Guinea Company, in Papua); Territory of S Africa (Grand Namaqua, The Damaras Country and the southern portion of (between Cape Colony and Angola); Territory of Togo, Western Africa; shall Islands in the Pacific Ocean; the Territory of East Africa.

GIBRALTAR and its Postal Agencies in Morocco.

GREAT BRITAIN AND IRELAND, and the Island of Cyprus.

GREECE, including the Ionian Isles.

GREENLAND.

GUATEMALA.

HAWAII (Sandwich Islands).

HAYTI, including the Island of Navassa.

HONDURAS, Republic of, including Bay Islands.

HONG KONG, and the post-offices maintained by Hong-Kong at Kiung-Chow, Canton, Swatow, Amoy, Foo-Chow, Ning-Po, Shanghai, and Hankow (China).

ITALY, including the Republic of San Marino, the Italian offices of Tunis and Tripoli in Barbary; Massouah, Assab, Asmara, and Keren, in the Colony of Eritrea, Abyssina.

JAMAICA.

JAPAN, and Japanese post-offices at Shanghai (China), and at Fusam-Po, Genzanshin and Jinsen (Corea).

LABUAN.

LIBERIA.

LUXEMBURG.

MALTA, and its dependencies, viz, Gozzo, Comino, and Cominotto.

MAURITIUS and dependencies (the Amirante Islands, the Seychelles and Rodrigues.

MONTENEGRO.

NATAL, British Colony of, including Zululand.

NETHERLANDS COLONIES—

1. *In Asia:* Borneo, Sumatra, Java (Batavia), Billiton, Celebes (Macassar), Madura, the Archipelagoes of Banca and Rhio (Riouw), Bali Lombok, Sumbawa, Flores, the S. W. portion of Timor and the Moluccas.

2. *In Oceanica:* The N. W. portion of New Guinea (Papua).

3. *In America:* Netherland Guiana (Surinam), Curacoa, Aruba, Bonaire, part of St. Martin, St. Eustatius and Saba.

NEWFOUNDLAND.

NEW SOUTH WALES, Colony of, including Lord Howe and Norfolk Islands.

NEW ZEALAND, Colony of, including Chatham Island.

NICARAGUA.

NORTH BORNEO, British Colony of.

NORWAY.

PARAGUAY.

PERSIA.

PERU.

PORTUGAL, including the Island of Madeira and the Azores.

PORTUGUESE COLONIES—

1. *In Asia:* Goa, Damao, Diu, Macao and part of Timor.

2. *In Africa:* Cape Verde, Bissao, Cacheo, Islands of St. Thome and Prince's, Adjuda, Mozambique, and the Province of Angola.

QUEENSLAND, Colony of.

ROUMANIA (Moldavia and Wallachia).

RUSSIA, including the Grand Duchy of Finland.

SALVADOR.

SERVIA.

SIAM.

SOUTH AFRICAN REPUBLIC (THE Transvaal).

SOUTH AUSTRALIA, Colony of.

SPAIN, including Balearic Isles, the Canary Islands, the Spanish possessions on the north coast of Africa (Ceuta, Penon de la Gomera, Alhucemas, Mellila and the Chaffarine Islands), the Republic of Andora and the postal establishments of Spain on the west coast of Morocco (Tangier, Tetuan, Larrache, Rabat, Mazagan, Casablanca, Saffi, and Mogadore).

SPANISH COLONIES—

1. *In Africa:* Islands of Fernando Po, Annobon and Corisco.

2. *In America:* Cuba and Porto Rico.

3. *In Oceanica:* The Archipelagoes of the Mariana (Ladrone) and the Caroline Islands.

4. *In Asia:* The Philippine Archipelago (Luzon, with Manila, Mindanao, Palawa Panay, Amar, etc.)
STRAITS SETTLEMENTS (Singapore, Penang and Malacca).
ST. VINCENT, W. I.
SWEDEN.
SWITZERLAND.
TASMANIA, Colony of.
TRINIDAD, W. I.
TUNIS, Regency of.
TURKEY (European and Asiatic).
URUGUAY.
VENEZUELA.
VICTORIA, Colony of.
WEST AUSTRALIA, Colony of.

All of which are embraced within and subject to the Universal Post Union Convention, concluded at Vienna on the 4th day of July, 189

2. *The Dominion of Canada:* under the Convention of January, 18 The latter convention practically controls, in most particulars, t direct relations between Canada and the United States, as a speci arrangement within the Postal Union.

3. *The Republic of Mexico:* under the Postal Convention of 18 which supersedes pre-existing direct conventions, and, except as the in provided, also the Universal Postal Union Convention, in the dire relations between the United States and Mexico.

Sec. 343. Countries Reached through Intermediary.—The Universal P tal Union Convention provides for the exchange of correspondence b tween any Postal Union country and any country not within the Post Union, by use of the mails of any Postal Union country which has su relations with the country foreign to the Union as to enable such Uni country to exchange mails with the country foreign to the Union. Tho countries foreign to the Universal Postal Union, with which the Unit States now exchange mails through the intermediary services of a P tal Union country, are the following, namely:

1. All African countries not within the Postal Union.
2. The Island of Ascension.
3. China, the Empire of.
4. Madagascar (except Ste. Marie, Tamatave, Majunga, Ambosit Andevorante, Fenerive, Fiaranantsoa, Foulpointe, Ivondro, Mae tanana, Mahambo, Mahanoro, Mahela, Maintirano, Mananjary, Mor dava, Morotsangana, Nossi-Ve, Tananarive or Antananarivo, Voto andry, Vohemar, which are Postal Union offices.)
5. The Island of St. Helena.

Sec. 344. Rates to Foreign Countries of the Third Class.—The rate United States postage on mail matter sent to or received from forei countries with which different rates have not been established by pos convention or other arrangement, when forwarded by vessels regula employed in transporting the mail, shall be 10 cents for each half ou or fraction thereof on letters, unless reduced by order of the Postmast

neral; 2 cents each on newspapers; and not exceeding 2 cents per h 2 ounces, or fraction thereof, on pamphlets, periodicals, books, l other printed matter, which postage shall be prepaid on matter it and collected on matter received; and to avoid loss to the United tes in the payment of balances, the Postmaster-General may collect unpaid postage on letters from foreign countries in coin or its ivalent. (R. S., sec. 3912.)

Under this section rates of postage are fixed, so far as the service of United States extends, on mails for the Samoan Islands, and other nds of the Pacific not before enumerated.

ec. 345. Retaliatory Postage on certain Foreign Matter.—The Postmas-General, under the direction of the President of the United States, hereby authorized and empowered to charge upon, and collect from, letters and other mailable matter carried to or from any port of the ited States, in any foreign packet-ship or other vessel, the same rate rates of charge for American postage which the government to which ch foreign packet or other vessel belongs imposes upon letters and her mailable matter conveyed to or from such foreign country in nerican packets or other vessels as the postage of such government, d at any time to revoke the same; and all custom-house officers and her United States agents designated or appointed for that purpose all enforce or carry into effect the foregoing provision, and aid or sist in the collection of such postage, and to that end it shall be law-l for such officers and agents, on suspicion of fraud, to open and ex-ine, in the presence of two or more respectable persons, being citi-ns of the United States, any package or packages supposed to con-n mailable matter found on board such packets or other vessels or ewhere, and to prevent, if necessary, such packets or other vessels m entering, breaking bulk, or making clearance until such letters or her mailable matter are duly delivered into the United States post-ice. (R. S., 4015.)

'or rule when letters are brought in on foreign vessels, see section 683.

ec. 346. Consuls to pay Foreign Postage in certain Cases.—The Post-ster-General or the Secretary of State is hereby authorized to em-wer the consuls of the United States to pay the foreign postage on h letters destined for the United States as may be detained at the ts of foreign countries for the nonpayment of postage, which post-e shall be by the consul marked as paid by him, and the amount reof shall be collected in the United States as other postage, on the ivery of the letters, and repaid to said consul, or credited on his ount at the State Department. (R. S., 4014.)

MAILS WITH THE UNIVERSAL POSTAL UNION COUNTRIES.

ec. 347. Classification of Mail Matter.—Mail matter within the Uni-sal Postal Union is classified as follows:

. Letters.

2. Postal cards, and postal cards with paid reply.
3. Commercial papers.
4. Printed matter of every kind.
5. Samples of merchandise.

Sec. 348. Postal Cards can not exceed 5¾ inches in length and 3½ inch in width. They must be mailed without cover. The address side is served for postage stamps, postmarks, and labels; the address, eith in writing, printing, or on an adhesive label not more than 2 inches ¾ of an inch; except that the sender may write, stamp, or print there his name and address. Nothing must be joined or attached to the ca except as above stated.

Postal cards with paid reply are in two parts; one must bear t printed label "Postal card with paid reply," the other "Reply pos card," and be folded together, but not in any manner stuck or clos against inspection. Each of the two halves must conform to the co ditions prescribed above for the single card; but the sender may in cate his name and address on the front side of the reply-half, either writing or by an adhesive label. The reply half will be returned on to an address in the country where it originated. Postal cards whi do not conform to the foregoing conditions will be treated as *letters*, a charged accordingly.

Postal cards issued by private persons in those countries which pe mit such issue, are admissible to international mails when they confor to the foregoing conditions and are properly prepaid.

Domestic postal cards not exceeding the foregoing limits of size m be used by the addition of a one-cent stamp.

Sec. 349. Commercial Papers include all instruments or document written or drawn wholly or partly by hand, which have not the chara ter of *an actual and personal correspondence*, such as papers of leg procedure, deeds of all kinds drawn up by public functionaries, w bills or bills of lading, invoices, the various documents of insuran companies, copies or extracts of deeds under private seal written stamped or unstamped paper, scores or sheets of manuscript musi manuscripts of works or of newspapers forwarded separately, etc.

They must be mailed under band, so as to be open to easy examin tion, or in an open envelope (sealed envelopes with the corners clipp off are not *open*), and packets of such papers can not exceed 4 pounds ounces in weight, nor 18 inches in length, breadth, or thickness; e cept that commercial papers put up in the form of ROLLS may measu not to exceed 30 inches in length by 4 inches in diameter.

Sec. 350. Printed Matter includes newspapers and periodical work books stitched or bound, pamphlets, sheets of music, visiting card address cards, proofs of printing with or without the manuscripts r lating thereto, papers with raised points for the use of the blind, e gravings, photographs, pictures, drawings, plans, maps, catalogu prospectuses, announcements, and notices of various kinds, wheth

printed, engraved, lithographed, or autographed, and, in general, all impressions or reproductions obtained upon paper, parchment, or cardboard by means of printing, engraving, lithographing, and autographing, or any other mechanical process easy to recognize, except the copying press, and the type-writer.

Such matter, if made by the mechanical processes called chromography, polygraphy, hectography, papyrography, velocigraphy, etc., must, to be mailable, be presented for mailing at the post-office windows, and in the minimum number of twenty perfectly identical copies.

Packets of printed matter must not exceed four pounds six ounces in weight, nor 18 inches in length, breadth, or thickness; except that *rolls* of printed matter are transmissible which do not measure more than 30 inches in length and 4 inches in diameter.

They must either be placed under band, upon a roller, between boards, in a case open at one side or at both ends, or in an unclosed envelope, or simply folded in such a manner as not to conceal the nature of the packet, or, lastly, tied by a string easy to unfasten, so that they may be readily and thoroughly examined by postmasters.

Address cards, and all printed matter presenting the form and consistency of an unfolded card, may be mailed without band, envelope, fastening, or band. Cards bearing the title "Postal Card" are not admitted at the rate for printed matter.

Sec. 351. **Permissible Additions.**—No packet of commercial papers or printed matter may contain any letter or manuscript note having the character of an actual and personal correspondence. But it is permitted to affix the signature of the sender, or to designate his name, trade, or profession, rank, the place whence sent, and the date of dispatch; also a dedication or mark of respect by the author of printed matter mailed; passages of a text may be marked by figures or signs to call attention. Prices in quotation lists may be added or altered by hand, the prices current of exchange or markets, in catalogues, prospectuses, and notices of different kinds; on printed offers of, or orders for, books, and offers and orders may be indicated by crossing out or underscoring the printed text. Invoices or bills may be inclosed with printed matter when relating thereto; typographical errors in printed matter may be corrected; annotations may be made on proofs of printing or musical compositions, relating to the text or execution of the work.

Any article of printed matter may have its date changed, and the name, business, and address of the sender added, and any part of the text may be erased. The name of a commercial traveler and date of his visit may be inserted in prices current, trade circulars, etc. The dates of sailing may be inserted in advices of the departure of ships. The name of the person invited, and the date, object, and place of the gathering, may be inserted in cards of invitation and notices of meetings. Fashion plates, maps, etc., may be painted. Any other addi-

tions, which would deprive a print of its general character and give it that of individual correspondence, are prohibited.

Sec. 352. Samples of Merchandise must not exceed 8¾ ounces in weight, 12 inches in length, 8 inches in breadth, and 4 inches in thickness. They must be placed in boxes, bags, or removable envelopes, in such a manner as to admit of easy inspection; they must not be of merchantable value, nor bear any other writing than the name and business address of the sender, address of destination, merchant's mark or trade mark, serial numbers, prices, or marks indicating weight, size, and dimensions, as well as quantities to be disposed of.

Between the United States and the countries of France, Great Britain, Belgium, Switzerland, the Argentine Republic, Italy, the Hawaiian Kingdom (Sandwich Islands), Egypt, Austria-Hungary, and the following British Colonies, viz: In America: Bahamas, Barbadoes, Bermuda, British Guiana, British Honduras, Falkland Islands, Jamaica (including Turks Islands), Leeward Islands (Antigua, Dominica, Montserrat, Nevis, St. Kitts, and Tortola), Newfoundland, Trinidad including Tobago, Windward Islands (Grenada, St. Lucia, and St. Vincent); in Europe: Gibraltar, Malta; in Asia: British North Borneo, Ceylon, Cyprus, Hongkong, Labuan. Straits settlement in Africa: Cape Colony, Gambia, Gold Coast, Lagos, Mauritius, Natal, St. Helena, Seychelles, Sierra Leone, respectively, samples of merchandise are only limited to a weight of 12 ounces and a length of 12 inches, width of 8 inches, and thickness of 4 inches.

Between the United States and Canada, Costa Rica, Germany, Argentine Republic, Austria-Hungary, Belgium, Bolivia, Bosnia-Herzegovina, Brazil, Bulgaria, Cameroons (Territory of), Chili, Congo (State of), Denmark and Danish Colonies, Dominican Republic, Egypt, Spain and the Spanish colonies, France and the French Colonies, Greece, the Hawaiian Kingdom, Hayti, Republic of Honduras, Italy, Japan, Luxemburg, Montenegro, Norway, The Netherlands and the Netherlands Colonies, Nicaragua, Peru, Portugal and the Portuguese Colonies, Roumania, Salvador, Servia, Siam, Sweden, Switzerland, Tunis (Regency of), and Turkey, samples of liquids, fatty substances, and powders whether coloring or not, (except such as are dangerous, inflammable, explosive, or exhale a bad odor), will be admitted to the mails provided they conform to the following conditions, viz: Liquids must be placed in thick glass bottles hermetically sealed; the bottles must be placed in a wooden box containing sufficient spongy matter to absorb the contents if the bottles should break; which box must be closed so that it may be easily opened for examination of the contents, and the whole packet not exceed the size and weight hereinbefore prescribed. Samples of fatty substances which do not easily liquefy must be first inclosed in a box or a bag of linen, parchment, etc., and then placed in an outside box of wood, metal, or strong, thick leather; and dry powders, whether coloring or not, must be inclosed in boxes which are placed in an outside

bag of linen or parchment. Samples of flour, meal, or sand are transmissible to Great Britain, provided they are inclosed in boxes placed in outside bags of linen or parchment. Liquids and fatty substances are not transmissible to Great Britain. Live bees, in wooden boxes not exceeding 5 x 2 x 1½ inches in size, closed with a wire screen protected by a movable wooden lid, may be sent to the Argentine Republic, Austria-Hungary, Belgium, Bulgaria, Canada, Chile, Colombia, Congo, Costa Rica, the Danish West Indies, the Dominican Republic, Egypt, France, Germany and the German Protectorates, Greece, Guatemala, Hayti, the Hawaiian Kingdom (Sandwich Islands), the Republic of Honduras, India (British), Italy, Liberia, Luxemburg, the British-Australasian Colonies, Mexico, The Netherlands and Netherland Colonies, Nicaragua, Norway, Paraguay, Portugal and the Portuguese Colonies, Roumania, Siam, Spain, Sweden, and Switzerland.

No provision has been made for the exchange by mail of samples like those above referred to with any foreign countries other than those herein named.

Sec. 353. The Rates and Payment of Postage.—The rates of postage for the conveyance of postal articles throughout the entire extent of all Postal Union countries, including delivery at the residence of the addressee, where free-delivery service exists, are as follows:

1. For letters, 5 cents for each half ounce or fraction thereof if prepaid, and double that rate for each half ounce or fraction thereof if not prepaid.

2. For postal cards, 2 cents each; and for postal cards with paid reply, 2 cents on each part.

3. For printed matter of every kind, commercial papers, and samples of merchandise the rate is 1 cent for each weight of 2 ounces or fraction thereof; but at least 5 cents must be paid on each packet of commercial papers, and at least 2 cents on each packet of samples of merchandise.

Letters will be forwarded without prepayment of any postage; other articles will only be forwarded if prepaid in part; and in all cases of insufficient prepayment double the amount of the deficiency will be collected of the addressee.

Prepayment can be made only by affixing stamps valid in the country of origin; in the United States, the domestic stamps provided by the Department.

All mailable matter will be reforwarded without extra charge within the limits of the Union, and the deficient postage, if any, collected at the office of delivery. Matter erroneously or incompletely addressed and returned to the sender for correction will not be reforwarded except upon payment of postage therefor anew.

If unpaid or short-paid articles are returned to the senders as undeliverable, the senders will be required to pay the amount which would have been collected of the addressees if the articles had been delivered.

Compound packages.—Printed matter, commercial papers, and s ples may be sent in one packet, if each article does not exceed respective limitations in weight and size applicable to it, and weight of the whole packet does not exceed 4 pounds 6 oun but the minimum postage will be 5 cents if the packet contains commercial papers, and 2 cents if it contains only printed ma and samples.

Sec. 354. Recall or Change of Address.—The sender may cause an ticle to be withdrawn by the Department from the mails and retur or may cause the address to be changed before delivery to the dressee, but at his cost on the request if sent by mail (15 cents), of ordinary telegraph rates if the request be telegraphed, and m deposit with the postmaster an amount estimated as sufficient to such cost.

In the United States the sender must apply therefor to the Supe tendent of Foreign Mails through the office of mailing.

This Department has been officially advised that the legislatio Great Britain and the British Colonies, including the Australasian onies, Canada, and British India, also Venezuela, Haiti, Japan, livia, the Dominican Republic, Colombia (U. S. of), the Hawai Kingdom, and the Republic of Honduras, does not allow senders of a cles to withdraw them from the mails or to change their address; co quently senders can not prevent the delivery to the original address of articles sent by mail from the United States to any of those co tries, nor from those countries and colonies to the United States.

Sec. 355. Unmailable Matter.—Articles are unmailable in the inte tional mails between the Postal Union countries in the following cas

1. All articles, except letters, which are not prepaid, at least in p
2. Postal cards not conforming to section 348.
3. Printed matter, commercial papers, and samples of merchand which contain any letter or manuscript note having the character of actual and personal correspondence.
4. Printed matter, commercial papers, and samples of merchand which are not made up in packets in such manner as to admit of th being easily examined.
5. Matter printed by special processes mentioned in section th hundred and ninety-six, when not presented as therein directed.
6. Samples of merchandise which have a merchantable value, which exceed the prescribed weight or size.
7. Packets of commercial papers and prints of all kinds which exc the prescribed weight or size.
8. All articles of a nature likely to soil or injure the mails.

Besides the foregoing, it is forbidden to the public to send by mail

1. Letters or packets containing current coin.
2. Any packets whatever containing articles liable to customs du

3. Gold or silver bullion, precious stones, jewelry, or other precious articles to or through the mails of any country whose legislation prohibits their being placed in the mails or forwarded.

The article "Foreign Mails" in the Postal Guide for January of each year should be consulted for information respecting articles which are prohibited the mails for some countries but are mailable to others.

MAILS WITH CANADA.

Sec. 356. Classification and Rates of Postage.—Mail matter exchanged with Canada is divided into four classes, corresponding with the classification of domestic matter, but limited in character, as follows:

1. Letters and postal cards.

2. Newspapers and periodicals, from the office of publication as well as from private parties.

3. Magazines, pamphlets, books, maps, plans, engravings, drawings, photographs, lithographs, sheets of music, etc.

4. Patterns and samples of merchandise, including grains and seeds, closed against inspection, but so wrapped or inclosed that they may be readily and thoroughly examined by postmasters. Samples of liquids, packed as required in section 322, are also admissible.

Prepayment of postage is in all cases obligatory; to be paid in domestic stamps and at the domestic postage rates of the country of origin, except that the postage on packages of seeds, plants, etc., destined for Canada is one cent per ounce.

Sealed packages, other than letters in their usual and ordinary form, are not allowed to be dispatched to Canada, even if postage is prepaid thereon in full at the letter rate.

Should any article be tendered for mailing at a post-office in the United States, obviously with the intent to evade the higher postage rate applicable to it in Canada, it must be refused unless payment be made of such higher rate. Postmasters on the Canadian border, and at offices near that country, are especially enjoined to carefully observe this provision.

MAILS WITH MEXICO.

Sec. 357. Classification and Rates of Postage.—Except as provided in the next section, articles of mail matter for Mexico are classified and admitted to the mails at the same rates of postage and in all respects according to domestic regulations of the United States, and mails from Mexico will be received and delivered as domestic mails, except as otherwise specially provided in these regulations. (See "Parcels-Post," Sec.

Articles other than letters in their usual and ordinary form must never be closed against inspection, but must be so wrapped or inclosed

that they may be readily and thoroughly examined by postmasters or customs officers.

Full prepayment of postage is required in both countries upon correspondence of all kinds, except letters, upon which prepayment of at least one full rate is compulsory. Such prepayment will be made in the domestic stamps of the country of origin.

Should any article be tendered for mailing at a post-office in the United States, obviously with the intention to evade the higher rate of postage applicable in Mexico, it must be refused unless payment be made of such higher rates, it being designed to prevent persons whose correspondence belongs to the Mexican mails from availing themselves of the rates of postage of the United States. Postmasters on the Mexican border, and at offices near that country, are especially enjoined to carefully observe this provision.

Sec. 358. Unmailable Matter.—All articles which are not wrapped or inclosed as provided in the preceding section; all publications which violate the copyright laws of the country of destination; packets, except single volumes of printed books, which exceed 4 pounds 6 ounces in weight; liquids, poisons, explosive or inflammable substances; fatty substances, those which easily liquefy, live or dead animals, (not dried), insects and reptiles, confections, pastes, fruits and vegetables liable to decomposition, substances which exhale a bad odor, lotteries, tickets or circulars, obscene or immoral articles, and other articles that are in any way liable to damage the mails or injure persons engaged in handling them, are unmailable.

Sec. 359. Prohibited from Importation.—All persons are prohibited from importing into the United States from any foreign country any obscene book, pamphlet, paper, writing, advertisement, circular, print, picture, drawing, or other representation, figure, or image on or of paper or other material, or any cast, instrument, or other article of an immoral nature, or any drug or medicine, or any article whatever, for the prevention of conception, or for causing unlawful abortion. No such articles, whether imported separately or contained in packages with other goods entitled to entry, shall be admitted to entry; and all such articles shall be proceeded against, seized, and forfeited by due course of law. All such prohibited articles and the package in which they are contained in the course of importation shall be detained by the officer of customs, and proceedings taken against the same as prescribed in the following section, unless it appears to the satisfaction of the collector of customs that the obscene articles contained in the package were inclosed therein without the knowledge or consent of the importer, owner, agent, or consignee: *Provided*, That the drugs hereinbefore mentioned, when imported in bulk and not put up for any of the purposes hereinbefore specified, are excepted from the operation of this section.

Sec. 360. Return of Correspondence.—Fully prepaid letters which bear requests by senders for their return in case of their nondelivery by a certain date or within a specified time, must be reciprocally returned without charge directly to the dispatching exchange office at the expiration of the period for their retention indicated in the requests.

Fully prepaid letters bearing on the covers the business card, names, addresses of the senders, or designation of places to which they may be returned, as a post-office box, street and number, etc., without requests for their return in case of nondelivery within a specified time, must be returned without charge directly to the dispatching exchange office at the expiration of thirty days from the date of their receipt at the office of destination.

The sender of any article of mail matter may cause its return, or a change of its address, in the manner prescribed in section 354.

MAILS WITH OTHER FOREIGN COUNTRIES.

Sec. 361. Rates Published in Official Guide.—The classification of mail matter for countries of the second class mentioned in section 343 is the same as within the Universal Postal Union. For countries of the third class the classification of matter is indicated in section 344. The rates of postage for all these countries, being dependent in the one case on the intermediary, and in the other case on orders of the Postmaster-General, can not be defined by regulation and are subject to frequent change. The current governing rates on the various articles of mailable matter to such countries will be published to postmasters through the Official Guide; and must in all cases be fully prepaid or the articles refused mailing, except where the Postal Guide indicates that prepayment is "optional."

Special rates may be imposed in certain cases between countries of the Universal Postal Union. When so imposed the rates will be published to postmasters in like manner.

Postmasters will carefully observe the table of special rates published in the Official Postal Guide, and exact prepayment of all such special rates.

Full payment of postage on all foreign mail matter secures cheaper postage in all cases, and should be encouraged by postmasters whenever advice or information may be afforded by them to senders of such matter.

CHAPTER THIRTEEN.

OF FREE MATTER.

OF MATTER TO BE FRANKED.

Sec. 362. Congressional Documents.—That from and after the passage of this act Senators, Representatives, and Delegates in Congress, the Secretary of the Senate, and Clerk of the House of Representatives may send and receive through the mail, free, all public documents printed by order of Congress; and the name of each Senator, Representative, Delegate, Secretary of the Senate, and Clerk of the House shall be written thereon, with the proper designation of the office he holds; and the provisions of this section shall apply to each of the persons named herein until the first Monday of December following the expiration of their respective terms of office. (Act of March 3, 1879, part of § 1; 20 Stats., 356.)

Sec. 363. Congressional Record.—That from and after the passage of this act the Congressional Record, or any part thereof, or speeches or reports therein contained, shall, under the frank of a member of Congress or Delegate, to be written by himself, be carried in the mail free of postage, under such regulations as the Postmaster-General may prescribe. (Act of March 3, 1875, part of § 5; 18 Stats., 343.)

Sec. 364. Seeds and Agricultural Reports.—That seeds transmitted by the Commissioner of Agriculture, or by any member of Congress or Delegate receiving seeds for distribution from said Department, together with agricultural reports emanating from that Department, and so transmitted, shall, under such regulations as the Postmaster-General shall prescribe, pass through the mails free of charge. And the provisions of this section shall apply to ex-members of Congress and ex-Delegates for the period of nine months after the expiration of their terms as members and Delegates. (Act of March 3, 1875, § 7; 18 Stats., 343.)

Sec. 365. Special Grants of Franking Privilege.—All mail matter carried to the following-named persons, or sent by them under their respective written autograph signatures, will, in pursuance of the acts respectively referred to, be conveyed free of postage during their respective natural lives, namely:

Lucretia R. Garfield, by act of December 20, 1881 (22 Stats., 1).

Julia D. Grant, widow of the late President, Ulysses S. Grant, by act of June 28, 1886 (24 Stats.).

No signature or mark is necessary to the free carriage of mail matter to either of the above-named persons. The address is sufficient.

Sec. 366. Regulations of Franking Privilege.—No matter can be transported under the franking privilege unless admissible to the mails

under the provisions of chapter 11. To entitle to free carriage the word "free" should be printed or written and signed with the name and official designation, if any, of the person entitled to frank it, on the address face of the package, except in case of matter addressed to the persons named in the preceding sections. In the case of the Congressional Record the name of the Senator, member, or Delegate must be written by himself; in other cases the name may be written by anyone duly deputed by him for that purpose. A Senator, member, or Delegate who holds his certificate of election is entitled to the franking privilege from the commencement of his term.

All franked matter may be forwarded like any other, but such matter, when once delivered to the addressee, can not be remailed unless properly franked again. A bulk package of franked articles may be sent to one addressee, who, on receiving and opening the package, may place addresses on the franked articles and remail them for carriage and delivery to the respective addresses.

So far as foreign countries are involved, the "frank" is good only for articles for Canada and Mexico.

"That the members and members-elect of Congress shall have the privilege of sending free through the mails, and under their frank, letters to any officer of the Government, when addressed officially." (Act of March 3, 1891, 26 Stat., 1079.)

In carrying out this enactment, which is now operative, the following rules must be observed:

1. The privilege conferred applies to members of both branches of Congress—Senators, Representatives, and Delegates—including not only those who have taken their seats as such, but those who have been elected, have received their certificates of election, and hold the *prima facie* right to seats. Senators and Representatives whose terms have expired are not entitled to the benefits of this act.

2. Letters to be entitled to free transmission under the act must in every case be addressed to a Government official—not necessarily at Washington, but anywhere in the United States—whose office title must be given in the superscription of the latter, either with or without his name. For example, "Brigadier-General Samuel B. Holabird, Quartermaster-General, U. S. A., Washington, D. C.;" "Postmaster, New York, N. Y;" "Hon. David M. Key, U. S. District Judge, Chattanooga, Tenn." The term "officer of Government" includes only officers of United States, Senators, Members, and Delegates in Congress.

3. The name of the franking Senator, Representative, or Delegate, written or impressed, must appear on the envelope of the letter, in connection with the initial of his office, and preceded by the word "Free." For example, "Free—John R. Smith, U. S. S.;" or "Free—Richard Roe, M. C."

4. The term "letters" as used in this law means such communications as are denominated in the laws mail matter of the first class.

5. When any person is suspected of being guilty or known to be guilty of forging or misusing the frank of any Senator, Representative, or Delegate, the fact (if it comes to the knowledge of a postmaster, postal officer, or employé) should be by him promptly reported to the Chief Post-Office Inspector. No letter bearing the frank of any of the persons named above should be detained on the mere suspicion that the frank is forged or misused.

6. These instructions must not be held to interfere with those relating to the franking of seeds and public documents comprehended in section .

Sec. 367. Census Matter.—That the Superintendent [of Census], his chief clerk, supervisors, and enumerators, are hereby authorized to transmit through the post-office any paper or document relating to the census, by writing thereon "Official Business, Census," and subscribing the same, with the addition to his name of his official title. But this privilege shall extend to nothing but documents and papers relating to the census, which shall pass free. And any Superintendent, supervisor, enumerator, or clerk who shall use or exercise this privilege for any other purpose other than the legitimate discharge of the duties of his office shall be deemed guilty of a misdemeanor, and, upon conviction, shall forfeit for each offense a sum not exceeding one hundred dollars. (Act of March 3, 1879, § 16; 20 Stats., 477.)

That all mail matter of whatever class relative to the census and addressed to the Census Office, to the Superintendent of Census, his chief clerk, supervisors, or enumerators, and indorsed, "Official Business, Department of the Interior, Census Office," shall be transported free of postage; and if any person shall make use of any such indorsement to avoid the payment of postage on his private letter, package, or other matter in the mail, the person so offending shall be deemed guilty of a misdemeanor and subject to a fine of three hundred dollars, to be prosecuted in any court of competent jurisdiction. (Sup. R. S. 1891, 655; act March 1, 1889.)

That all mail matter, of whatever class, relative to the census and addressed to the Census Office, to the Superintendent of Census, his chief clerk, supervisors, or enumerators, and indorsed "Official Business, Department of the Interior, Census Office, Registered," shall be transported free by registered mail; and if any person shall make use of any such mark of registration to avoid the payment of any registry fee on his private letter, package, or other matter in the mail, the person so offending shall be deemed guilty of a misdemeanor and subject to a fine of three hundred dollars, to be prosecuted in any court of competent jurisdiction. (Act May 20, 1890.)

OFFICIAL MATTER.

Sec. 368. Official or Penalty Envelopes.—That it shall be lawful to transmit through the mail, free of postage, any letters, packages, or other matters relating exclusively to the business of the Government of the

United States: *Provided*, That every such letter or package to entitle it to pass free shall bear over the words "Official Business" an indorsement showing also the name of the Department, and if from a bureau or office, the names of the Department and bureau or office, as the case may be, whence transmitted. And if any person shall make use of any such official envelope to avoid the payment of postage on his private letter, package, or other matter in the mail, the person so offending shall be deemed guilty of a misdemeanor and subject to a fine of three hundred dollars, to be prosecuted in any court of competent jurisdiction. (Act of March 3, 1877, § 5; 19 Stats., 335.)

That for the purpose of carrying this act into effect it shall be the duty of each of the Executive Departments of the United States to provide for itself and its subordinate officers the necessary envelopes, and in addition to the indorsement designating the Department in which they are to be used, the penalty for the unlawful use of these envelopes shall be stated thereon. (Act of March 3, 1877, § 6; 19 Stats., 336.)

The provisions of the fifth and sixth sections of the act entitled "An act establishing post-routes, and for other purposes," approved March 3, 1877, for the transmission of official mail matter, be, and they are hereby, extended to all officers of the United States Government, not including members of Congress, the envelopes of such matter in all cases to bear appropriate indorsements containing the proper designation of the office from which or officer from whom the same is transmitted, with a statement of the penalty for their misuse. And the provisions of said fifth and sixth sections are hereby likewise extended and made applicable to all official mail matter of the Smithsonian Institution: *Provided*, That any Department or officer authorized to use the penalty envelopes may inclose them with return address to any person or persons from or through whom official information is desired, the same to be used only to cover such official information and indorsements relating thereto: *Provided further*, That any letter or packet to be registered by either of the Executive Departments, or Bureaus thereof, or by the Agricultural Department, or by the Public Printer, may be registered without the payment of any registry fee; and any part-paid letter or packet addressed to either of said Departments or Bureaus may be delivered free; but where there is good reason to believe the omission to prepay the full postage thereon was intentional, such letter or package shall be returned to the sender: *Provided further*, That this act shall not extend or apply to pension agents or other officers who receive a fixed allowance as compensation for their services, including expenses of postages. And section 3915 of the Revised Statutes of the United States, so far as the same relates to stamps and stamped envelopes for official purposes, is hereby repealed. (Act of July 5, 1884, § 3; 23 Stats., 158.)

And it shall be the duty of the respective Departments to inclose to Senators, Representatives, and Delegates in Congress, in all official communications requiring answers, or to be forwarded to others, penalty envelopes addressed, as far as practicable, for forwarding or answering such official correspondence. (Act of March 3, 1883, part of § 2; 22 Stats., 563.)

NOTE.—The penalty envelope can only be used in correspondence for Canada and Mexico, and for articles sent from the Departments in Washington, D. C., to the Hawaiian Kingdom (Sandwich Islands).

Sec. 369. Regulations as to Use of Penalty Envelopes.—1. The name of the Department, and Bureau, office, or proper designation of the office or officer from whence transmitted, and thereunder the words "Official Business" should be printed on the upper left-hand corner of the address face of the envelope, and the penalty clause in the upper right-hand corner in the following or equivalent words:

This envelope is for use only by authorized persons on business of the Government. Its use to avoid payment of postage on private matter of any kind is punishable as a misdemeanor by a fine of $300.

2. Persons, not officers, writing to the Departments or to officers of the United States concerning the business of the writers with the Government can not use the penalty envelope to transmit their correspondence; hence officers authorized to use such envelopes should not furnish them for use to contractors with the Government. Collectors of internal revenue and their deputies have no authority to furnish them to taxpayers to be used in sending their reports or in applying for stamps.

3. Officers desiring official information from or through persons not officers can furnish the penalty envelopes to cover the same only with return address printed or written thereon. Where the information is to be forwarded periodically or on more than one occasion, the envelopes bearing printed return address may be furnished in quantities for the transmission of such information.

4. The right of an officer of the United States to use the penalty envelope ceases immediately upon his going out of office; and he is not authorized to use such envelopes in transmitting papers connected with the settlement of his accounts or other business pertaining to the office he has vacated, except as he may receive them with requests for official information, with return address thereon, from a Department or office of the Government. (Opinion of the Attorney-General, May 2, 1885.)

5. Postmasters have no right to stop census matter or any mail matter in an official-penalty envelope upon the mere suspicion that the penalty envelope or census indorsement is being used to cover private matter; but if they have good reason to believe that any person is using official envelopes in violation of law, they should promptly report the case to the Department for investigation.

MAIL MATTER OF AGRICULTURAL COLLEGES, ETC.

Sec. 370. Reports of Agricultural Colleges, etc.—The act of Congress approved July 2, 1862, entitled "An act donating public lands to the several States and Territories which may provide colleges for the benefit of agriculture and the mechanic arts," requires that "An annual report shall be made regarding the progress of each college, recording any improvements and experiments made, with their cost and results, and such other matters, including State, industrial, and economical statistics, as may be supposed useful; one copy of which shall be transmitted by mail free, by each, to all the other colleges which may be endowed under the provisions of this act, and also one copy to the Secretary of the Interior." (§ 5; 12 Stats., 505.)

Pursuant to the above provision, postmasters at offices where such colleges have been established and are in existence will receive from the officers thereof the report required by the statute addressed, one copy each, to such other colleges and to the Secretary of the Interior, and affix to each a penalty label or official envelope of the post-office, and forward the same free.

Sec. 371. Reports of Agricultural Experiment Stations, etc.—That in order to aid in acquiring and diffusing among the people of the United States useful and practical information on subjects connected with agriculture, and to promote scientific investigation and experiment respecting the principles and applications of agricultural science, there shall be established, under direction of the college or colleges or agricultural department of colleges in each State or Territory established or which may hereafter be established, in accordance with the provisions of an act approved July 2, 1862, entitled "An act donating public lands to the several States and Territories which may provide colleges for the benefit of agriculture and the mechanic arts," or any of the supplements to said act, a department to be known and designated as an "agricultural experiment station": *Provided*, That in any State or Territory in which two such colleges have been, or may be, so established the appropriation hereinafter made to such State or Territory shall be equally divided between such colleges, unless the legislature of such State or Territory shall otherwise direct. (Act of March 2, 1887, § 1; 24 Stats., 440.)

That in States having colleges entitled under this section to the benefits of this act and having also agricultural experiment stations established by law separate from said colleges, such States shall be authorized to apply such benefits to experiments at stations so established by such States; and in case any State shall have established under the provisions of said act of July 2 aforesaid, an agricultural department or experimental station, in connection with any university, college, or institution not distinctively an agricultural college or school, and such State shall have established or shall hereafter establish a

separate agricultural college or school, which shall have conn therewith an experimental farm or station, the legislature of such may apply in whole or in part the appropriation by this act mad such separate agricultural college or school, and no legislature by contract express or implied disable itself from so doing. (A March 2, 1887, § 8; 24 Stats., 441.)

That bulletins or reports of progress shall be published at saic tions at least once in three months, one copy of which shall be se each newspaper in the States or Territories in which they are re tively located, and to such individuals actually engaged in farmi may request the same, and as far as the means of the station will mit. Such bulletins or reports and the annual reports of said sta shall be transmitted in the mails of the United States free of ch for postage, under such regulations as the Postmaster-General from time to time prescribe. (Act of March 2, 1887, § 4; 24 Stats.,

Sec. 372. Regulations for Free Transmission of Bulletins and Re under the preceding statute, are prescribed as follows:

1. Any claimant of the privilege must apply for authority to exe it to the Postmaster-General, stating the date of the establishme such station, its proper name or designation, its official organiz and the names of its officers, the name of the university, college, sc or institution to which it is attached, if any, the legislation of the S or Territory providing for its establishment, and any other granti the benefits of the provision made by Congress as aforesaid (acco nied by a copy of the act or acts), and whether any other such stati the same State or Territory is considered, or claims to be, also ent to the privilege; and also the place of its location and the name o post-office where the bulletins and reports will be mailed. The a cation must be signed by the officer in charge of the station.

2. If such application be allowed after examination by the De ment, the postmaster at the proper office will be instructed to a such bulletins and reports to the mails in compliance with these r lations, and the officer in charge of the station will be notified the

3. Only such bulletins or reports as shall have been issued after station became entitled to the benefits of the act can be transm free; and such bulletins or reports may be inclosed in envelop wrappers, sealed or unsealed. On the exterior of every enve wrapper, or package must be written or printed the name of the st and place of its location, the designation of the inclosed bulletin port, and the word "Free," over the signature or facsimile there the officer in charge of the station, to be affixed by himself, or by one duly deputed by him for that purpose. There may also be wr or printed upon the envelope or wrapper a request that the postm at the office of delivery will notify the mailing station of the ch of address of the addressee, or other reason for inability to delive same, and upon a bulk package a request to the postmaster to

and distribute the "franked" matter therein, in accordance with the address thereon.

Bulletins published by the United States Department of Agriculture, and analogous to the station, and entitled to be mailed free under the penalty envelope of that Department, may also be adopted and mailed by the several stations, with their own publications, under the same regulations; and any bulletins or reports mailable free by any agricultural experiment station under these regulations may be so mailed by any other station having free mailing authority.

If such station's annual reports be printed by State authority, and consist in part of matter relating to the land grant college to which such station is attached, then said report may be mailed free entire, by the director of the station, provided, in his judgment, the whole consists of useful information of an agricultural character.

4. The bulletins may be mailed to the stations, newspapers, or persons to whom they are by the foregoing act authorized to be sent, and the annual reports to any address within the United States, Canada, Mexico, or Hawaiian Kingdom (Sandwich Islands), but not to other foreign countries, free of postage.

COPYRIGHT BOOKS, ETC.

Sec. 373. Postmaster to Receive and Mail, when.—The statutes require that any citizen or resident who seeks a copyright as author, inventor, designer, or proprietor (or as his personal representative or assignee) of any book, map, chart, dramatic or musical composition, engraving, cut, print, or photograph or negative thereof, or of a painting, drawing, chromo, statue, statuary, and of models or designs intended to be perfected as works of the fine arts, shall deliver to the Librarian of Congress, or deposit in the mail addressed to him, at Washington, District of Columbia, before publication, a printed copy of the title of the book or other article, or a description of the painting, etc.; and, after publication, two copies of the copyright book or other article, or a description or photograph of the other articles mentioned. (R. S., §§ 4952, 4956, 4959.) "The postmaster to whom such copyright book, title, or other article is delivered shall, if requested, give a receipt therefor, and when so delivered he shall mail it to its destination." (R. S., § 4960.) For this purpose he will affix a penalty label or use the penalty envelope of his office.

NOTE.—And the Secretary [of the Treasury] and the Postmaster-General are hereby empowered and required to make and enforce such rules and regulations as shall prevent the importation into the United States, except upon the conditions above specified, of all articles prohibited by this act. (This is a section of the copyright law approved March 3, 1891.)

SECOND-CLASS MATTER WITHIN THE COUNTY.

Sec. 374. When Carried Free.—That publications of the second class, one copy to each actual subscriber residing in the county where the same

are printed, in whole or in part, and published, shall go free throu the mails; but the same shall not be delivered at letter-carrier offic or distributed by carriers, unless postage is paid thereon at the r prescribed in section thirteen of this act. (Act of March 3, 1879, p of § 25; 20 Stats., 361.)

See section 304 for the rate prescribed.

Sec. 375. Regulations Respecting Free County Publications—

1. *Free county publications must be mailed by themselves.*—Whe publisher of a newspaper sends in the mails a package of his paper portion intended for subscribers residing within the county in wh the paper is printed (in whole or in part) and published, and the mainder intended for subscribers residing elsewhere, he must pay p age on the entire package at pound rates. The publisher to enti himself to the free county delivery must make two packages, one the subscribers residing in the county and one for those out of t county; the former to go free.

2. Second-class matter, mailed at a post-office where free delivery not established, if addressed to a free-delivery office in the sa county, must be presented for mailing in a separate package from t free county matter, and in the same manner as matter directed to s scribers residing outside the county is required to be mailed.

3. The fact that the newspaper is mailed *by the publisher*, at the ne est post-office to the claimed office of publication, which may be in adjoining county, does not deprive it of the right of passing free in t mails to subscribers residing in the county where it is *printed* and *p lished.*

4. If a subscriber to a county paper lives *within* the *county* where t same is "printed in whole or in part, and published," he is entitled receive his copy thereof free from the post-office at which he regular receives his mail, though such office may be outside of the said count and a subscriber who *does not* reside in the *county* where the paper "printed in whole or in part, and published" can not receive the pap free, even though his post-office may be in the aforesaid county, wh "printed in whole," etc.

5. Second-class publications addressed to a letter-carrier office, a though published within the county, are subject to postage at the ra of 1 cent a pound, which entitles them to delivery by the carriers.

FREE MATTER IN FOREIGN MAILS.

Sec. 376. Official Correspondence Only.—Under the Universal Post Union Convention official correspondence relative to the postal servi and exchanged between the postal administrations of the several cou tries is alone exempt from payment of postage and admitted free.

In the mails for Mexico and for Canada official correspondence, wh is admissible free by domestic law and regulations, will also be tran ported and delivered free.

CHAPTER FOURTEEN.

THE DEAD-LETTER OFFICE.

Sec. 377. The Dead-Letter Office is now a branch of the office of the First Assistant Postmaster-General, under the charge of a superintendent. The general assignment of duties therein is given in section 7.

The object for which this office is maintained is—

1. To receive from the various post-offices all mail matter required to be forwarded thereto.

2. To assort the same, and to forward such of said matter as is properly deliverable to the person for whom it is intended.

3. To return to the senders all letters and mail matter of obvious value which can not be delivered to the person to whom addressed.

4. To keep proper registry of all letters containing valuable inclosures which can not be delivered to the party addressed nor to the writers.

5. To dispose of such undeliverable valuable matter according to the directions of the Postmaster-General.

6. To keep careful account of the amount realized in each case so that the same may be subject to reclamation as provided by law. (Section 380.)

7. To deliver to the Third Assistant Postmaster-General all moneys found in dead letters, which can not, after due diligence, be delivered to the person addressed nor to the writer, and all moneys derived from the sale of other valuable inclosures, which have not been reclaimed and can not be restored to addressees or senders, to be turned into the Treasury as part of the postal revenues.

8. To dispose of foreign dead letters in accordance with conventional stipulations governing the disposition of the same.

9. To destroy all matter which may come to the Dead-Letter Office, and can not be restored to the owner, and which is without value and is liable to injure other matter with which it comes in contact, such as liquids, poisons, perishable articles; a suitable record being kept of the matter thus destroyed.

10. To destroy all obscene and lottery matter which has been sent in the mails in violation of law, and been intercepted and withdrawn therefrom and sent to this office.

TREATMENT OF MATTER IN THE DEAD-LETTER OFFICE.

Sec. 378. Examination of Returns.—On receipt of returns at the Dead-Letter Office they will be treated as follows:

1. Returns of unmailable matter will be promptly and carefully examined, and the matter therein compared with the entries on the accompanying list.

2. Such misdirected letters as can be corrected and forwarded to destination, and such as can not be so corrected and forwarded, but can be returned to the sender, will be so treated.

3. Returns of hotel, fictitious, and other matter not forming part of the regular returns of unclaimed matter will be treated in the same manner as unmailable matter.

4. Returns of unclaimed matter from free-delivery offices must be compared with the accompanying dead-letter bills. If errors are found the bill will be corrected and the postmaster notified of such correction. A record will be kept showing the number of pieces and character of matter sent in each return, the amount of credit allowed for postage-due stamps affixed to the matter comprising the return, and properly claimed for matter forwarded to other offices under the requirements of sections 516, 517.

5. Returns from other than free-delivery post-offices must be carefully examined and compared with the bills accompanying the same, and such account kept of the character of the matter and number of pieces sent as may be necessary for statistical report.

6. The dead-letter bills from other than free-delivery offices, with the advertised lists accompanying the return, will be filed and preserved for reference for six months.

7. All errors of treatment of mail matter by postmasters must be noted and proper action be taken to admonish the officer in fault, or otherwise as the case may require.

Sec. 379. Opening Dead Letters.—Such letters as can not be forwarded to the addressee or returned to the owner without opening them to obtain the necessary information, must be opened only by the persons designated, and under the directions as to place, time, and manner prescribed by the Superintendent. Every letter containing a valuable inclosure must be indorsed with the name of the person opening it, and a brief memorandum of the character of the inclosure. When a letter is found to contain money, a record of the address of the letter and the amount must be immediately made by the clerk who opens it, and the record must be delivered at the close of each day to the clerk in charge of the opening division, with such letters and other letters containing inclosures of value.

Sec. 380. Record of Valuable Dead Letters.—Dead letters containing valuable inclosures shall be registered in the Dead-Letter Office; and when they can not be delivered to the party addressed nor to the writer, the contents thereof shall be disposed of, and a careful account shall be kept of the amount realized in each case, which shall be subject to reclamation by either the party addressed or the sender for four years from the registry thereof; and all other letters of value or of importance to the party addressed or to the writer, and which can not be returned to either, shall be disposed of as the Postmaster-General may direct. (R. S., § 3938.)

Sec. 381. **Money Letters.**—All mail matter containing money shall be entered in the register kept for that purpose, as required by the preceding section, stating the name of the person and post-office addressed, the name of the writer, the amount and description of the same, and the disposition thereof when finally made. Such mail matter must be receipted and accounted for by each employé through whose hands it passes until final disposition.

Letters containing money, which can not be delivered to the person addressed or returned to the writer, shall be held subject to reclamation three months; at the end of which time the money shall be separated therefrom and the amount entered upon the letter and the register. The money thus separated shall be promptly delivered to the Third Assistant Postmaster-General, whose receipt therefor will be filed, and the moneys deposited by him in the Treasury to the credit of the postal revenues.

Sec. 382. **Other Valuable Inclosures.**—All letters or other matter found to contain negotiable paper, notes, drafts, money orders, postal notes, etc.; also wills, deeds, or other valuable or important papers, and all personal photographs or pictures, must be duly recorded before return to the sender. Such as can not be returned to the owner must be properly filed for reclamation.

Letters containing postage stamps of more than one letter-rate value shall also be recorded before return to the sender; and such as can not be restored to the owner shall be held for reclamation, and if unclaimed after a reasonable time the postage stamps shall be removed, an account kept of the value of the same, and the stamps destroyed under proper supervision.

Sec. 383. **Parcels of Third and Fourth Class Matter.**—A record shall be kept of the address and contents of parcels of third-class matter of obvious value and fourth-class matter and letters containing articles of merchandise. Every effort must be made to restore such articles to the sender or addressee; those that can not be restored shall be filed to await reclamation for a period of two years from the date of recording (except unaddressed, which shall be held not less than six months). All articles of this character that remain unclaimed at the expiration of the time above prescribed shall be prepared for sale, in such a manner as not to destroy their identity, and sold at public auction by such persons and under such conditions as the Postmaster-General may from time to time direct. An account must be kept of the proceeds of such sale, and the amount realized delivered to the Third Assistant Postmaster-General for deposit in the United States Treasury in the same manner as money separated from dead letters. Parcels reaching the Dead-Letter Office containing medicine, perishable articles, liquids, or articles of a like character which are liable to injure other matter with which they come in contact, shall be destroyed as soon as it is

ascertained that they can not be restored to the owners; but a suitable record shall be kept of the articles destroyed.

Sec. 384. Letters without Valuable Inclosures.—All letters without valuable inclosures shall be returned to the writers when the address of the same can be ascertained, and no record kept of them except the number so returned. Letters which do not disclose the address of the writers, so that they can be returned, must be delivered to the Superintendent and Disbursing Clerk daily, to be sold as waste paper.

Sec. 385. Printed Matter.—Printed matter, obviously without value, sent to the Dead-Letter Office, must be delivered also to the Superintendent and Disbursing Clerk for disposal as waste paper.

Magazines and other periodicals, illustrated papers, and picture cards, which are suitable for that purpose, and not properly classed as merchandise, will be distributed to the various hospitals, asylums, and other charitable and reformatory institutions in the District of Columbia, as the Postmaster-General may direct.

Sec. 386. Obscene, Lottery, and other Unmailable Matter to be Destroyed.—All matter of the third or fourth class reaching the Dead-Letter Office, which is declared nonmailable by section 333, or is forbidden to be sent in the mails by sections 331 and 332, will, under the direction of the Superintendent, be immediately destroyed, unless it can be ascertained therefrom by whom the same was deposited in the mails, in which case the matter will be held and the fact reported to the Chief of Post-Office Inspectors; or, unless, on submission to him, the Postmaster-General shall direct it to be preserved as evidence or otherwise disposd of.

Sealed matter declared nonmailable by law and sent to the Dead-Letter Office shall be disposed of in accordance with the order of the Postmaster-General.

Sec. 387. Foreign Dead Letters.—The action of the Post-Office Department respecting foreign dead letters shall be subject to conventional stipulations with the respective foreign administrations. (R. S., § 401.)

Sec. 388. Disposal of Same.—Under the provisions of the Universal Postal Convention (Article XXII, Regulations of Detail and Order), and also under the postal arrangements with countries not included in the Postal Union, undelivered matter originating in foreign countries is required to be returned to the country of origin at the expiration of the period for keeping it required by the laws of the country of destination. Such matter received at the Dead-Letter Office must be carefully examined for the purpose of correcting the address and forwarding to its proper destination all matter that seems to have been misdirected or to be deficient in address. All other matter shall be promptly returned to the country of origin, as required by the Postal Convention, a record being kept of the addresses of all registered articles and valuable parcels, and the number of pieces so returned.

TITLE IV.

POST-OFFICES AND POSTMASTERS.

CHAPTER FIFTEEN.

OF THE ESTABLISHMENT AND DISCONTINUANCE OF POST-OFFICES; THE APPOINTMENT AND QUALIFICATIONS OF POSTMASTERS, AND OF THEIR SURETIES.

POST-OFFICES.

Sec. 389. Establishment of Post-Offices.—The Postmaster-General shall establish post-offices at all such places on post-roads established by law as he may deem expedient, and he shall promptly certify such establishment to the Sixth Auditor. And every person who, without authority from the Postmaster-General, sets up or professes to keep any office or place of business bearing the sign, name, or title of post-office, shall, for every such offense, be liable to a penalty of not more than $500. (R. S., § 3829.)

NOTE.—The power to establish post-offices can lawfully be delegated by Congress to the Postmaster-General. (Ware v. United States, 4 Wall., 632.)

Post-offices known as "summer-resort" offices will not be discontinued at the close of the season as heretofore, but remain as live offices. The post-office property may be retained by the postmaster, or turned over for safe-keeping to the nearest post-office, and at the close of each quarter the postmaster should report "no business done." The post-office address of the postmaster, for the winter, should be filed in the Department.

Sec. 390. Establishment of Branch Post-Offices.—The Postmaster-General, when the public convenience requires it, may establish within any post-office delivery one or more branch offices for the receipt and delivery of mail matter and the sale of stamps and envelopes; and he shall prescribe the rules and regulations for the government thereof. But no letter shall be sent for delivery to any branch office contrary to the request of the party to whom it is addressed. (R. S., § 3871.)

Such offices are regarded as part of the post-office with which they are connected, are subject to the postal laws and regulations, so far as the same are applicable, and are to be governed thereby, and by such orders as the postmaster may prescribe not inconsistent therewith.

Sec. 391. Change of Name and Site of Post-Offices.—Names of post-offices can be changed only by order of the Department.

The site or location of an office can not be changed without permissio of the Department, in applying for which the postmaster should stat whether it involves additional expense for transportation of the mail and is approved by the patrons of his office, and specify the distanc and direction of the proposed site from the one occupied.

NOTE.—A postmaster, being an officer subordinate to the Postmaster-General, i bound to obey his orders respecting the location of a post-office within a city, an courts will not enjoin him from so doing. The power to remove a post-office fron one building to another in the same town is vested by law in the Postmaster-General and can be exercised at discretion; and a lease for the term of four years does no deprive the Department of the power to remove during that time. (Western Sta Lodge r. Schminke, 4 McCreary, 366.) See note to section 421.

Sec. 392. Discontinuance of Post-Offices.—The Postmaster-General ma discontinue any post-office where the safety and security of the posta service and revenues are endangered from any cause whatever, or wher the efficiency of the service requires such discontinuance, and he shal promptly certify such discontinuance to the Sixth Auditor. (R. S., § 3864.) See section 440.

NOTE.—The power to discontinue is incident to the power to establish, and with out express authority conferred by Congress the Postmaster-General would hav authority to discontinue an office, unless there is some provision in the acts of Con gress restraining its exercise. (Ware r. United States, 4 Wall., 632; *ex parte* Hennen 13 Pet., 261.)

APPOINTMENT AND QUALIFICATION OF POSTMASTERS.

Sec. 393. Appointment and Term of Office.—Postmasters of the first, second, and third classes shall be appointed and may be removed by the President, by and with the advice and consent of the Senate, and shall hold their offices for four years unless sooner removed or suspended according to law; and postmasters of the fourth class shall be appointed and may be removed by the Postmaster-General, by whom all appointments and removals shall be notified to the Auditor for the Post-Office Department. (Act of July 12, 1876, § 6; 19 Stats., 80.)

NOTE.—When a post-office of the first, second, or third class is assigned to the fourth class, the effect of such assignment is to abolish the office as a Presidential office; and the term of the postmaster appointed by the President, by and with the advice and consent of the Senate, ceases; and the Postmaster-General is required to appoint a postmaster. (Opins. Att.-Gen., October 14, 1885.)

When the commission of a postmaster has been signed and sealed and placed in the hands of the Postmaster-General to be transmitted to the officer, so far as the Executive is concerned, it is a completed act. The officer has then been commissioned by the President pursuant to the Constitution; and the subsequent death of the President, by whom nothing remained to be done, can have no effect on that completed act. (United States r. Le Baron, 19 Howard, 79.)

Sec. 394. Who May Be Postmaster.—No person can be appointed postmaster who can not execute a valid bond and take the prescribed oath of office. Minors and aliens are therefore ineligible, but an alien who has duly declared intention to become a citizen of the United States is

not. A married woman of full age may be appointed. When married women or widows are appointed, their commissions will run and their bonds must be given in their own full Christian names, and not the names of their husbands.

The wife of a contractor for carrying the mails will not be appointed.

NOTE.—An Indian citizen of the Cherokee Nation can not lawfully execute a valid bond to the United States nor take the oath of office, and hence is not eligible to the office of postmaster. (Opinion of Attorney-General, May 21, 1885.) A female over 18 years of age but under 21 years of age may lawfully be appointed as postmaster of an office in a State where females are declared by statute of full age at 18 years for all purposes.

No person engaged in the prosecution of claims against the Government can lawfully hold the office of postmaster, or be employed as assistant postmaster or clerk in a post-office. If a postmaster be also notary public he may, as such officer, administer affidavits and take acknowledgments in such cases without violating the provisions of the statute.

Sec. 395. Bonds of Postmasters and Instructions as to Qualification.—Every postmaster, before entering upon the duties of his office, shall give bond, with good and approved security, and in such penalty as the Postmaster-General shall deem sufficient, conditioned for the faithful discharge of all duties and trusts imposed on him either by law or the rules and regulations of the Department; and where an office is designated as a money-order office, the bond of the postmaster shall contain an additional condition for the faithful performance of all duties and obligations in connection with the money-order business. On the death, resignation, or removal of a postmaster his bond shall be delivered to the Sixth Auditor. The bond of any married woman who may be appointed postmaster shall be binding upon her and her sureties, and she shall be liable for misconduct in office as if she were sole. (R. S., § 3834.)

Upon appointment, the appointee is notified by letter and furnished with a blank form of official oath and bond. He will avoid delay by correctly filling out each, properly taking the oath as prescribed in section 35, and executing the bond, which must be signed in the presence of attesting witnesses by himself and at least two sureties; such signatures must be Christian names in full, in the proper places, and all the names inserted properly in the body of the bond. The sufficiency of the sureties for the payment of the sum specified in the bond must be certified by the officer who administers the oath in which they justify their responsibility. The official character and signature of the officer administering the oath to the postmaster must be authenticated by the certificate of the clerk of a court of record under seal of the court, unless the oath be administered by an officer of the United States authorized thereto, or the clerk of a court of record, or a notary public with his official seal affixed. The official oath and bond will be transmitted to the Fourth Assistant Postmaster-General.

The appointee can not assume his duties until his commission is re-

ceived; and it is not issued until his oath is filed in the Departm and his bond approved by the Postmaster-General.

NOTE.—The official bond must be under seal. If without seal it is not a b (United States *v.* Linn, 15 Pet., 311; State *v.* Thompson, 49 Mo., 188.) But there be a scroll written with a pen inclosing the letters L. S. (Burton *v.* Le Roy, 5 Saw Ct., 510), or the word "seal" printed between brackets and adopted by the sign his seal or scroll (Underwood *v.* Dollins, 47 Mo., 259).

Sec. 396. Postmasters' Commissions.—That hereafter the commission all postmasters appointed by the President, by and with the advice consent of the Senate, shall be made out and recorded in the Post-O Department, and shall be under the seal of said Department, and co tersigned by the Postmaster-General, any laws to the contrary notw standing: *Provided*, That the said seal shall not be affixed to any s commission until after the same shall have been signed by the Pr dent of the United States. (Act of March 18, 1874; 18 Stats., 23.)

Sec. 397. Residence of Postmasters.—Every postmaster shall re within the delivery of the office to which he is appointed. (R. S 3831.)

NOTE.—A postmaster, until the action of the Postmaster-General, does not va his office by remaining out of the neighborhood of the post-office. If he keeps post-office by an assistant he is still responsible to the Department and to indiv als. (2 McLean, 14.)

A postmaster residing near the State line may be appointed postmaster at a p office in the adjoining State, provided he resides within the delivery of such of His eligibility is not affected by the fact of his not residing in the State in wl the post-office is located.

Sec. 398 Limitations Upon Holding Other Offices.—Whereas it has b brought to the notice of the President of the United States that many persons h ing civil office by appointment from him or otherwise, under the Constitution laws of the United States, while holding such Federal positions, accept offices un the authority of the States and Territories in which they reside, or of municipal porations, under the charters and ordinances of such corporations, thereby assum the duties of the State, Territorial, or municipal office at the same time that they charged with the duties of the civil office held under Federal authority; and

Whereas it is believed that, with few exceptions, the holding two such offices the same person is incompatible with a due and faithful discharge of the dutie either office; that it frequently gives rise to great inconvenience, and often result detriment to the public service, and moreover is not in harmony with the genius the Government:

In view of the premises, therefore, the President has deemed it proper thus hereby to give public notice, that from and after the 4th day of March, A. D. 1 except as herein specified, persons holding any Federal civil office by appointm under the Constitution and laws of the United States will be expected, while hol such office, not to accept or hold any office under any State or Territorial governm or under the charter or ordinances of any municipal corporation; and, further, the acceptance or continued holding of any such State, Territorial, or munic office, whether elective or by appointment, by any person holding civil office, as a said, under the Government of the United States, other than judicial offices unde Constitution of the United States, will be deemed a vacation of the Federal o held by such person, and will be taken to be, and will be, treated as a resigna by such Federal officer of his commission or appointment in the service of the Un States.

The offices of justices of the peace, of notaries public, and of commissioners to take the acknowledgment of deeds, or bail, or to administer oaths, shall not be deemed within the purview of this order, and are excepted from its operation, and may be held by Federal officers. The appointment of deputy marshal of the United States may be conferred upon sheriffs or deputy sheriffs; and deputy postmasters, the emoluments of whose office do not exceed $600 per annum (afterward modified by the President so as not to apply to post-offices the salary of which is less than $1,000 per annum), are also excepted from the operations of this order, and may accept and hold appointments under State, Territorial, or municipal authority, provided the same be found not to interfere with the discharge of their duties as postmaster. Heads of Department and other officers of the Government who have the appointment of subordinate officers are required to take notice of this order, and to see to the enforcement of its provisions and terms within the sphere of their respective Departments or offices, and as relates to the several persons holding appointments under them respectively. (Executive Order, January 17, 1873.)

The foregoing explained:

Inquiries having been made from various quarters as to the application of the Executive order issued on the 17th of January, relating to the holding of State and municipal offices by persons holding civil offices under the Federal Government, the President directs the following reply to be made:

It has been asked whether the order prohibits a Federal officer from holding also the office of an alderman, or of a common councilman in a city, or of a town councilman of a town or village, or of appointment under city, town, or village governments. By some it has been suggested that there may be distinction made in case the office be held with or without salary or compensation.

The city or town officers of the description referred to, by whatever names they may be locally known, whether held by election or by appointment, and whether with or without salary or compensation, are of the class which the executive order intends not to be held by persons holding Federal offices.

It has been asked whether the order prohibits Federal officers from holding positions on boards of education, school committees, public libraries, religious or eleemosynary institutions, incorporated or established or sustained by State or municipal authority.

Positions and service on such boards or committees and professorships in colleges are not regarded as "offices" within the contemplation of the Executive order, but as employments or service in which all good citizens may engage without incompatibility, and in many cases without necessary interference with any position which they may hold under the Federal Government. Officers of the Federal Government may, therefore, engage in such service, provided the attention required by such employment does not interfere with the regular and official discharge of the duties of their office under the Federal Government. The head of the Department under whom the Federal office is held will in all cases be the sole judge whether or not the employment does thus interfere.

The question has also been asked with regard to the officers of the State militia.

Congress having exercised the power conferred by the Constitution to provide for organizing the militia, which is liable to be called forth to be employed in the service of the United States, and is thus in some sense under the control of the General Government, and is, moreover, of the greatest value to the public, the Executive order of 17th January is not considered as prohibiting Federal officers from being officers of the militia in the States and Territories.

It has been asked whether the order prohibits persons holding office under the Federal Government being members of local or municipal fire departments; also, whether it applies to mechanics employed by the day in the armories, arsenals, and navy-yards, etc., of the United States.

Unpaid service in local or municipal fire departments is not regarded as an office within the intent of the Executive order, and may be performed by Federal officers, provided it does not interfere with the regular and efficient discharge of the duties of the Federal office, of which the head of the department under which the office is held will in each case be the judge.

Employment by the day as mechanics or laborers in the armories, arsenals, navy-yards, etc., does not constitute an office of any kind, and those thus employed are not within the contemplation of the Executive order. Master-workmen and others who hold appointments from the Government or from any department, whether for a fixed time or at the pleasure of the appointing power, are embraced within the operation of the order. (Executive Order, January 28, 1873.)

OF SURETIES AND NEW BONDS.

Sec. 399. Limit of Time of Sureties' Liability.—Whenever the office of any postmaster becomes vacant, the Postmaster-General or the President shall supply such vacancy without delay, and the Postmaster-General shall promptly notify the Sixth Auditor of the change; and every postmaster and his sureties shall be responsible under their bond for the safe-keeping of the public property of the post-office, and the due performance of the duties thereof, until the expiration of the commission, or until a successor has been duly appointed and qualified, and has taken possession of the office; except that in cases where there is a delay of sixty days in supplying a vacancy, the sureties may terminate their responsibility by giving notice, in writing, to the Postmaster-General, such termination to take effect ten days after sufficient time shall have elapsed to receive a reply from the Postmaster-General; and the Postmaster-General may, when the exigencies of the service require, place such office in charge of a special agent until the vacancy can be regularly filled; and when such special agent shall have taken charge of such post-office, the liability of the sureties of the postmaster shall cease. (R. S., § 3836.)

Sec. 400. Notice of Deficiency to be given to Sureties.—That hereafter, whenever any deficiency shall be discovered in the accounts of any official of the United States or of any officer disbursing or chargeable with public money, it shall be the duty of the accounting officers making such discovery to at once notify the head of the Department having control over the affairs of said officer of the nature and amount of said deficiency, and it shall be the immediate duty of said head of Department to at once notify all obligors upon the bond or bonds of such official of the nature of such deficiency and the amount thereof. Said notification shall be deemed sufficient if mailed at the post-office in the city of Washington, D. C., addressed to said sureties, respectively, and directed to the respective post-offices where said obligors may reside, if known; but a failure to give or mail such notice shall not discharge the surety or sureties upon such bond.

That if, upon the statement of the account of any official of the United States or of any officer disbursing or chargeable with public money by the accounting officers of the Treasury, it shall thereby appear that he

is indebted to the United States, and suit therefor shall not be instituted within five years after such statement of said account, the sureties on his bond shall not be liable for such indebtedness. (Supp. R. S., 91, p. 605, act of August 8, 1888.)

Sec. 401. Action of Sureties upon Postmaster's Death.—Upon the death of a postmaster the sureties are entitled to take possession of the office and Government property therein, and may depute one of themselves or another person as acting postmaster to perform the duties of the office and safely keep the property for them until a successor is appointed and takes possession. Such acting postmaster must, before entering upon the discharge of his duties, take the oath of office as acting postmaster, which must be forwarded to the Department together with the deputization. He will then be recognized by the Department, and his requisitions will receive attention.

As to Accounts and Returns to be rendered upon death of postmaster, see section 202.

Note.—When a surety performs the duty of a postmaster at a Presidential office, by virtue of the above regulation, and with the sanction of the Postmaster-General, it is presumed that he acts by the authority of the President, that is, that the regulation is authorized by the President (13 Pet., 498; 16 Pet., 291; 7 Opins. Atty. Gen., 453), and the surety is entitled to the salary for the time in which he performs the duties (2 Lawrence's Decisions, 40).

Sec. 402. Release of Sureties by Renewel of Bond.—Whenever any of the sureties of a postmaster notify the Postmaster-General of their desire to be released from their suretyship, or when the Postmaster-General deems a new bond necessary, he shall require the postmaster to execute such new bond, with security. When accepted by the Postmaster-General, the new bond shall be as valid as the bond given upon the original appointment of such postmaster, and the sureties in the prior bond shall be released from responsibility for all acts or defaults of the postmaster which may be done or committed subsequent to the last day of the quarter in which such new bond shall be executed and accepted. (R. S., § 3837.)

Applications of sureties for release should be addressed to the Postmaster-General.

Note.—For the security of the sureties bound in the previous obligation, the date of the acceptance should be indorsed on the bond; yet the sureties to the new bond are bound by the acceptance in fact of their bond by the Postmaster-General, and this acceptance may be shown as any other fact is required to be. (4 Opins. Attorney-General, 187; Bank of U. S. *v.* Dandridge, 12 Wheat., 64.) See note to section 396.

Sec. 403. Other Cases in which New Bond is Required.—A new bond will be required in the following cases:

1. Upon the death, insolvency, or any other disability of one or more of the sureties on the postmaster's bond.

Every postmaster is required to promptly report to the Department the occurrence of any such event, on pain of removal.

2. Whenever any postmaster of the fourth class shall have remained in office for five years from the date of the taking effect of his latest official bond.

The Fourth Assistant Postmaster-General will notify postmasters when renewal is required under this clause.

3. When the name of a post-office is changed.

4. When a single woman, who is postmaster, is reappointed upon her marriage; also when a female employé of a post-office changes her name by marriage she should take the oath anew.

5. Whenever any other emergency shall arise which is deemed sufficient to require it.

Sec. 404. Application of Payments after Giving New Bond.—Whenever any postmaster is required to execute a new bond all payments made by him after the execution of such new bond may, if the Postmaster-General or the Sixth Auditor deem it just, be applied first to discharge any balance which may be due from such postmaster under his old bond. (R. S., § 3835.)

That section 3835 of the Revised Statutes is amended by adding the following:

Hereafter, when a deficiency shall be discovered in the accounts of any postmaster, who after the adjustment of his accounts, fails to make good such deficiency, it shall be the duty of the Sixth Auditor of the Treasury Department to notify the Postmaster-General of such failure, and upon receiving such notice the Postmaster-General shall forthwith deposit a notice in the post-office at Washington, District of Columbia, addressed to the sureties respectively upon the bond of said postmaster at the office where he or they may reside, if known; but a failure to give or mail such notice shall not discharge such surety or sureties upon such bond. (Act of February 4, 1879, 20 Stats., 281.)

Sec. 405. Release of Sureties by Lapse of Time.—If on the settlement of the account of any postmaster it shall appear that he is indebted to the United States, and suit therefor shall not be instituted within three years after the close of such account, the sureties on his bond shall not be liable for such indebtedness. (R. S., § 3838.)

NOTE.—This provision was adopted for the benefit of sureties and to excite the utmost degree of diligence of the Departments. (Postmaster-General *v.* Fennell, 1 McLean, 217; U. S. *v.* Marks' Sureties, 3 Wall., jr., 360.)

In an action against the sureties of a postmaster, on his official bond, it is no defense that the Government, through their agent, the Auditor of the Treasury for the Post-Office Department, had full notice of the defalcation and embezzlement of the postmaster, and yet neglectfully permitted him to remain in office, whereby he was enabled to commit all the default and embezzlement. (Jones *v.* United States, 1 Wall., 662.)

Sec. 406. Release of Sureties by Court of Claims.—That whenever any person shall present his petition to the Court of Claims, alleging that he is or has been indebted to the United States as an officer or agent thereof, or by virtue of any contract therewith, or that he is the guar

antor, or surety, or personal representative of any officer, or agent, or contractor so indebted, or that he, or the person for whom he is such surety, guarantor, or personal representative has held any office or agency under the United States, or entered into any contract therewith, under which it may be or has been claimed that an indebtedness to the United States has arisen and exists, and that he or the person he represents has applied to the proper Department of the Government requesting that the account of such office, agency, or indebtedness may be adjusted and settled, and that three years have elapsed from the date of such application and said account still remains unsettled and unadjusted, and that no suit upon the same has been brought by the United States, said court shall, due notice first being given to the head of said Department and to the Attorney-General of the United States, proceed to hear the parties and to ascertain the amount, if any, due the United States on said account. The Attorney-General shall represent the United States at the hearing of said cause. The court may postpone the same from time to time whenever justice shall require. The judgment of said court or of the Supreme Court of the United States, to which an appeal shall lie, as in other cases, as to the amount due, shall be binding and conclusive upon the parties. The payment of such amount so found due by the court shall discharge such obligation. An action shall accrue to the United States against such principal, or surety, or representative to recover the amount so found due, which may be brought at any time within three years after the final judgment of said court. Unless suit shall be brought within said time, such claim and the claim on the original indebtedness shall be forever barred. (Act of March 3, 1887, § 3, 24 Stats., 505.)

CHAPTER SIXTEEN.

OF THE CLASSIFICATION AND COMPENSATION OF POSTMASTERS, AND OF THEIR ALLOWANCES AND SUPPLIES.

Sec. 407. Classification.—That the postmasters shall be divided into four classes, as follows: The first class shall embrace all those whose annual salaries are $3,000 and upward; the second class shall embrace all those whose annual salaries are less than $3,000, but not less than $2,000; the third class shall embrace all those whose annual salaries are less than $2,000, but not less than $1,000; the fourth class shall embrace all postmasters whose annual compensation, exclusive of their commissions on the money-order business of their offices, amounts to less than $1,000. (Act of July 12, 1876, § 5, 19 Stats., 80.)

COMPENSATION OF POSTMASTERS.

Sec. 408. Orders Affecting Salaries.—That the Postmaster-General shall make all orders relative to the salaries of postmasters; and any change made in such salaries shall not take effect until the first day of the quarter next following the order; and the Auditor shall be notified of any and all changes of salaries. (Act of March 3, 1883, § 3, 22 Stats. 602.)

Sec. 409. Readjustments of Salaries.—That the salaries of postmasters of the first, second, and third classes shall be readjusted by the Postmaster-General, the first adjustment (under this act) to take effect simultaneously with the reduction of the rates of postage, and thereafter at the beginning of each fiscal year; and the salary of the postmaster at Washington City, D. C., shall be $5,000; and in no case shall the salary of any postmaster exceed the sum of $6,000, except in the city of New York, where the salary of the postmaster shall remain as now fixed by law, at $8,000 per annum. (Act of March 3, 1883, § 4, 22 Stats., 602.)

Sec. 410. Salaries of First, Second, and Third Classes.—That the respective compensation of postmasters of the first, second, and third classes shall be annual salaries, assigned in even hundreds of dollars, and payable in quarterly payments, to be ascertained and fixed by the Postmaster-General from their respective quarterly returns to the Auditor of the Treasury for the Post-Office Department, or copies or duplicates thereof, to be forwarded to the First Assistant Postmaster-General, for four quarters immediately preceding the adjustment, at the following rates, namely:

FIRST CLASS.

Gross receipts, $40,000, and not exceeding $45,000, salary, $3,000.
Gross receipts, $45,000, and not exceeding $60,000, salary, $3,100.
Gross receipts, $60,000, and not exceeding $80,000, salary, $3,200.
Gross receipts, $80,000, and not exceeding $110,000, salary, $3,300.
Gross receipts, $110,000, and not exceeding $150,000, salary, $3,400.
Gross receipts, $150,000, and not exceeding $200,000, salary, $3,500.
Gross receipts, $200,000, and not exceeding $260,000, salary, $3,600.
Gross receipts, $260,000, and not exceeding $330,000, salary, $3,700.
Gross receipts, $330,000, and not exceeding $400,000, salary, $3,800.
Gross receipts, $400,000, and not exceeding $450,000, salary, $3,900.
Gross receipts, $450,000, and not exceeding $500,000, salary, $4,000.
Gross receipts, $500,000, and not exceeding $600,000, salary, $5,000.
Gross receipts, $600,000 and upwards, salary, $6,000.

SECOND CLASS.

Gross receipts, $8,000, and not exceeding $9,000, salary, $2,000.
Gross receipts, $9,000, and not exceeding $10,000, salary, $2,100.

Gross receipts, $10,000, and not exceeding $11,000, salary, $2,200.
Gross receipts, $11,000, and not exceeding $13,000, salary, $2,300.
Gross receipts, $13,000, and not exceeding $16,000, salary, $2,400.
Gross receipts, $16,000, and not exceeding $20,000, salary, $2,500.
Gross receipts, $20,000, and not exceeding $24,000, salary, $2,600.
Gross receipts, $24,000, and not exceeding $30,000, salary, $2,700.
Gross receipts, $30,000, and not exceeding $35,000, salary, $2,800.
Gross receipts, $35,000, and not exceeding $40,000, salary, $2,900.

THIRD CLASS.

Gross receipts, $1,900, and not exceeding $2,100, salary, $1,000.
Gross receipts, $2,100, and not exceeding $2,400, salary, $1,100.
Gross receipts, $2,400, and not exceeding $2,700, salary, $1,200.
Gross receipts, $2,700, and not exceeding $3,000, salary, $1,300.
Gross receipts, $3,000, and not exceeding $3,500, salary, $1,400.
Gross receipts, $3,500, and not exceeding $4,200, salary, $1,500.
Gross receipts, $4,200, and not exceeding $5,000, salary, $1,600.
Gross receipts, $5,000, and not exceeding $6,000, salary, $1,700.
Gross receipts, $6,000, and not exceeding $7,000, salary, $1,800.
Gross receipts, $7,000, and not exceeding $8,000, salary, $1,900.

And, in order to ascertain the amount of the postal receipts of each office, the Postmaster-General may require postmasters to furnish the Department with certified copies of their quarterly returns to the Auditor at such times and for such periods as he may deem necessary in each case. (Act of March 3, 1883, 22 Stats., § 1, 600.)

NOTE.—This readjustment is made annually during the fourth quarter of the fiscal year, to take effect with the beginning and endure throughout the ensuing fiscal year, upon the basis of the four quarterly returns preceding such adjustment covering the period of the preceding year ending March 31.

Sec. 411. Compensation of Postmasters pro tem.—Any person performing the duties of postmaster, by authority of the President, at any post-office where there is a vacancy for any cause, shall receive for the term for which the duty is performed the same compensation to which he would have been entitled if regularly appointed and confirmed as such postmaster; and all services heretofore rendered in like cases shall be paid for under this provision. (Act of March 3, 1879, § 31, 20 Stats., 362.)

NOTE.—He is entitled to the compensation while he performs the duties of the suspended officer, and if such suspension is not confirmed by the Senate by appointment of a successor and the suspended officer resume the office, the latter is entitled to the salary from the time he actually resumes the office. (*Embry's Case*, 12 Ct. of Claims R., 455.)

Sec. 412. Compensation of Fourth-Class Postmasters.—That the compensation of postmasters of the fourth class shall be fixed upon the basis of the whole of the box rents collected at their offices and commissions upon the amount of canceled postage-due stamps (provided for in section 270 of the revised laws and regulations, edition of 1879 [section 513]), and on postage

stamps, official stamps (see note), stamped envelopes, postal cards, an newspaper and periodical stamps canceled on matter actually mailed : their offices, and on amounts received from waste paper, dead newspaper printed matter, and twine sold, at the following rates, namely: On tl first $50 or less per quarter, 100 per centum; on the next $100 or le per quarter, 60 per centum; on the next $200 or less per quarter, ! per centum; and on all the balance, 40 per centum; the same to be a certained and allowed by the Auditor of the Treasury for the Pos Office Department in the settlement of the accounts of such postma ters upon their sworn quarterly returns: *Provided*, That when the co pensation of any postmaster of this class shall reach $250 for four co secutive quarters each, exclusive of commissions on money-order bu ness, and when the returns to the Auditor for four consecutive quarte shall show him to be entitled to a compensation in excess of $250 p quarter, the Auditor shall report such fact to the Postmaster-Gener who shall assign the office to its proper class, and fix the salary of tl postmaster as provided by section 1 of this act: *Provided further*, Th in no case shall there be allowed to any postmaster of this class a co pensation greater than $250 in any one of the first three quarters of a fiscal year, exclusive of money-order commissions, and in the last qua ter of each fiscal year there shall be allowed such further sum as h may be entitled to under the provisions of this act, not exceeding f the whole fiscal year the sum of $1,000, exclusive of money-order com missions. (Act of March 3, 1883, § 2, 22 Stats., 602.)

AS TO PENALTY FOR FALSE RETURNS OF CANCELLATION, see sec. 211.

Sec. 413.—In accordance with the above statute, the compensation o fourth-class postmasters will be fixed on the following basis:

1. Total amount of box rents collected.

2. Commissions on postage stamps canceled upon matter actually mailed at their offices (including the stamps on stamped envelopes, newspaper wrappers, postal cards, and newspaper and periodical stamps attached to stub books, but not including special-delivery stamps), on postage-due stamps canceled on insufficiently paid matter, and on amounts received for the sale of waste paper, dead newspapers, printed matter, and twine, at the following rates:

On the first $50 or less per quarter, 100 per centum.

On the next $100 or less per quarter, 60 per centum.

On the next $200 or less per quarter, 50 per centum.

On all the balance, 40 per centum.

NOTE.—Official stamps are not now in use and can not be received in payment o postage. Postmasters can not claim credit for the cancellation of the penalty claus on official envelopes or labels.

Sec. 414. Upon the examination of the accounts of a fourth-class pos master by an inspector his accrued compensation to the date of the e amination will be credited to him.

MONEY ALLOWANCES.

Sec. 415. To What Offices and For What Made.—The Postmaster-General may allow to the postmaster at New York City, and to the postmasters at offices of the first and second classes, out of the surplus revenues of their respective offices, that is to say, the excess of box rents and commissions over and above the salary assigned to the office, a reasonable sum for the necessary cost of rent, fuel, lights, furniture, stationery, printing, clerks, and necessary incidentals, to be adjusted on a satisfactory exhibit of the facts, and no such allowance shall be made except upon the order of the Postmaster-General. (R. S., § 3860.)

* * * The Postmaster-General may hereafter allow rent, light, and fuel at offices of the third class in the same manner as he is now authorized by law to do in the case of offices of the first and second classes. * * * No contract for rent for a third-class post-office shall be made for a longer period than one year, nor shall the aggregate allowance for rent made in any year exceed the amount appropriated for such purpose. (Sec. 3860 R. S., as amended by act July 24, 1888, Sup. R. S., 1891, p. 600.)

Provided, That there shall not be allowed for the use of any third-class post-office for rent a sum in excess of $400 nor more than $60 for fuel and lights in any one year. (Act July 13, 1892.)

NOTE.—The statute which fixed the commissions referred to in the foregoing sections for offices of the first three classes, the act of July 12, 1876 (§ 7, 14 Stats., 80), has been repealed, but as no later one has been passed relating to such offices, the rule remains as the basis of computation to determine the limitations of the above section. The commissions there provided were as follows:

1. The actual box rents, not exceeding $1,350, when the boxes are supplied and owned by the postmaster; and two-thirds of the box rents, and not to exceed $1,000, when the boxes are not supplied and owned by the postmaster.

2. Commissions added to the box rents, as above ascertained, as follows:

On the first $100 per quarter, 60 per centum.

On all over $100, and not over $300 per quarter, 50 per centum.

On all over $300, and not over $700 per quarter, 40 per centum, and 30 per centum on all over $700 per quarter to an aggregate not exceeding $1,350; and

At offices where the total revenues exceed $4,000 per annum, in addition to the above allowed amounts for box rents and commissions, a percentage on the gross revenues per annum as follows:

On all over $4,000 and not over $10,000, 1 per centum.

On all over $10,000 and not over $20,000, nine-tenths of 1 per centum.

On all over $20,000 and not over $40,000, eight-tenths of 1 per centum.

On all over $40,000 and not over $80,000, six-tenths of 1 per centum.

On all over $80,000 and not over $160,000, five-tenths of 1 per centum.

On all over $160,000 and not over $320,000, four-tenths of 1 per centum.

On all over $320,000 and not over $640,000, three-tenths of 1 per centum.

On all over $640,000 and not over $1,280,000, two-tenths of 1 per centum.

On all over $1,280,000 one-tenth of 1 per centum.

Sec. 416. Allowance for Clerks at Separating Post-Offices.—That the Postmaster-General may designate offices at the intersection of mail routes as distributing or separating offices, and where any such office is of the

third or fourth class he may make a reasonable allowance to the post master for the necessary cost of clerical services arising from such duties. (Act of July 12, 1876, § 11, 19 Stats., 82.)

NOTE.—It is discretionary with the Postmaster-General to grant or withhold such allowance. The postmaster can not claim it of right, nor set it up as a claim against the United States, when sued upon his bond. (United States v. Davis, Deady, 294.

Sec. 417. Clerk Hire for Money-Order Service.—That from and after the 1st day of July, 1886, the allowances for clerk hire made to postmasters of first and second class post-offices, by the Postmaster-General, out of the annual appropriation for clerks in post-offices, shall cover the cost of clerical service of all kinds in such post-offices, including the cost of clerical labor in the money-order business; and that all laws or parts of laws inconsistent or in conflict herewith are hereby repealed. (Act of June 29, 1886, § 1, 24 Stats., 87.)

That from and after the 1st day of July, 1886, the allowances for clerk hire in money-order business shall not be separately made, but shall be included in the general allowances for clerk hire, and shall be based upon, but not to exceed, the rates specified in the fourth section of the act of March 3, 1883 (see section 1230); and at all money order exchange offices which are now or may hereafter be established additional allowances for clerk hire may be made as provided in said section for international exchange offices; and postmasters at offices of the first and second classes shall not receive any compensation in addition to their salaries for the transaction of the money-order and postal-note business. (Act of June 29, 1886, § 2, 24 Stats., 87.)

Sec. 418. Allowances for Extraordinary Business.—Whenever unusual business accrues at any post-office, the Postmaster-General shall make a special order allowing reasonable compensation for clerical service and a proportionate increase of salary to the postmaster during the time of such extraordinary business. (R. S., § 3863.)

NOTE.—The clause "and a proportionate increase of salary" has been repealed by implication by the act of March 3, 1883 (above quoted), providing for the adjustment of salaries and compensation.

Sec. 419. Clerks and Employés; their Appointment, Duties, Salaries, etc.—The number, grades, and compensation of clerks for post-offices, where allowance for clerk hire is made, are fixed by the Postmaster-General. They are employed and are under the direct supervision of the postmaster (except as provided in section 452), who is held responsible for their acts. At post-offices embraced in the classified postal service under the civil-service act (see section 453) the appointments are made under the civil-service rules. The postmaster at each office of the first and second classes must, annually, on or before the first day of January, submit to the First Assistant Postmaster-General for approval the plan of the organization of his post-office, with a roster or list of all clerks and other persons employed therein, stating the duties and compensation of each. On the examination of this roster allowances

will be made, fixing number and grade; and the same must not be changed until ordered by the Department. All removals and new employments must be reported to the First Assistant Postmaster-General as soon as made.

Every assistant postmaster, clerk, or employé must, before entering upon his duties, take the oath of office upon the form furnished by the Department, and the postmaster must transmit the same to the Fourth Assistant Postmaster-General (Bond Division). Written forms will not be accepted.

All promotions in post-offices having fifty or more officers, clerks, and other employés, shall be determined and made upon the basis of an office record to be kept and an examination to be conducted in the manner hereafter prescribed, and such promotions shall be made upon merit, and irrespective of every other consideration.

The scheme and scope of the examinations and office records shall be as follows:

The examinations shall be uniform for all the classified post-offices, and shall include not less than the following subjects:

1. For those engaged on clerical work:

(*a*) Letter writing.

(*b*) Mathematics.

(*c*) Accounts.

(*d*) Questions on office work.

(*e*) Practical questions in regard to the postal service generally.

Each of these subjects shall have equal weight, and the whole written examination shall have a weight of 40 points on a scale of 100.

2. For those engaged in the actual labor of distribution and handling of the mails.

(*a*) Distribution, to be shown by case examinations, including knowledge of connections.

(*b*) Reading tests, together with such of the subjects for the clerk examination, not exceeding three, as may be determined by the Department local examination board.

3. For stampers.

(*a*) A trial of speed and legibility, together with such of the subjects of the clerical examination, not exceeding three, as may be determined by the Department local examination board.

Each of these subjects shall have equal weight, and the whole shall have a weight of 40 points on a scale of 100.

The office records, blanks for which will be supplied by the Post-Office Department, shall take into account not less than the following subjects: Regularity and promptness of attendance. Ability. Application and industry. Habits. Adaptability and health.

Each of these subjects shall have equal weight, and the whole office rating shall have a weight of 60 points on a scale of 100.

There shall be established in each of the classified post-offices a De-

partment local examination board, which shall consist of not less than five employés of the post-office, who shall be selected by the postmaster; one from the mailing division, one from the city delivery division, one from the money-order division, one from the registry division, and one from the executive division, subject to the approval of the Postmaster-General. And this board, under direction of the postmaster, shall supervise the office records, which shall be kept therein, and shall conduct the examinations for the office in which they are employed.

In case of a vacancy occurring in any non-excepted grade, in any of the classified post-offices, the Department local examination board shall determine and report to the postmaster the name of the person, who according to the standard prescribed, is best fitted, in their judgment to fill the said vacancy by promotion, and promotion shall be made by the postmaster accordingly.

The decision of the Department local examination board shall be based in part upon their ratings of examin ations to be held by them which examinations shall be such as to show by their results whether the candidates merit advancement, and they shall likewise be based upon the office record, in proportion of 40 points to the former and 60 points to the latter, on a scale of 100.

The examinations prescribed by this order shall in all cases be competitive, and opportunity to take the same shall be afforded to all applicants from the next lower grade engaged in the same class of office work, and to all other applicants who for meritorious reasons may be specially designated by the postmaster.

The local examination board shall review the office records once each quarter, and shall report to the postmaster whether, in their judgment, based on said records, any reductions or promotions ought to be made.

All postmasters of the class named above shall cause the employés in their respective offices to be informed of this order.

From and after July 1, 1890, the clerks and employés attached to first and second-class post-offices and the employés of the mail-bag repair shops connected with the Post-Office Department of the United States, whether employed the month, by day, or otherwise, be allowed leaves of absence, with full pay, for not exceeding fifteen days in any one fiscal year:

Provided, That no clerk nor employé be granted a leave under the provisions of this bill until he has performed service for one year. (Act October 1, 1890—Sup. R. S., 1891–878.)

Sec. 420. Allowances; How Made, etc.—Expenditures for clerk hire, rent, fuel, and light will be fixed by order specifying the allowance for each, which shall so remain until otherwise ordered; and other allowances for furniture and miscellaneous and incidental expenses will be made only under special orders specifically for each expenditure. Such allowances will in no case exceed the surplus revenue, as limited by section 415. No postmaster can have credit on account of

any allowance, except to the extent of the money actually disbursed by him accordingly, and for which he renders proper vouchers. (Sections 173, 199.) No allowance will be made at any third or fourth class office, other than at separating offices under section 416, except by the direct order of the Postmaster-General.

Sec. 421. Leasing of Post-Offices.—Buildings for post-offices of the first and second classes will be leased directly by the Department in the name of the United States for such term of years as may be agreed upon, usually five; and, when such a lease shall be made, the allowance for rent will be limited to the rental stipulated therein. No authority exists in the Department to bind the United States for a longer term than the period of the appropriation; but inasmuch as the appropriation is annually renewed in general terms, the authority is exercised conditionally.

NOTE.—Leases to the Government entered into under an appropriation for one fiscal year, though for a term of years, are binding on the lessee, the Government, only for the year covered by the appropriation act, but the extended term named in the lease in effect gives an option to the Government to continue it, holding, if sufficient appropriation be made, until the expiration of the designated term. (McCollum *v.* United States, 17 Ct. Claims, 92.) And by holding the premises even after the term has expired, the Government may, under the operation of State laws, be liable as a tenant from year to year. (Opinion Attorney-General, July 1, 1885.) When a lease for three years is made subject to the ratification of Congress, which, after appropriating two years, directs the Postmaster-General to deliver up possession unless the owner will accept a reduced rent for the third, and he makes no demand for possession, he will be deemed to have acquiesced in the proposed reduction. (Bradley *v.* United States, 13 Ct. Claims, 166.)

SUPPLIES TO POSTMASTERS.

Sec. 422. Uniform Canceling Ink.—That the Postmaster-General be, and he is hereby, authorized to adopt a uniform canceling ink or other appliance for canceling stamps, which experiments and tests have proved or may prove to be the most practicable and the best calculated to protect the revenues of the Department from the frauds practiced upon it, to be used in all the post-offices where stamps are canceled, and he is hereby authorized to distribute said canceling ink or other appliance in the same manner as other supplies are now distributed to the different post-offices in the United States; and to this end the Postmaster-General is hereby authorized to use any funds of said Department heretofore applicable: *Provided*, The same shall not increase the expenditures of said Department for the purposes named in this section. (Act of June 20, 1878, § 1, 20 Stats., 240.)

Under this statute and annual appropriation acts all postmasters will be supplied upon their requisitions, through the Division of Post-Office Supplies, with necessary canceling ink, marking and rating stamps, and inking pads.

Sec. 423. Blanks.—The Postmaster-General may establish a blank

agency for the Post-Office Department, to be located at Washington, District of Columbia. (R. S., Sec. 400.)

Blanks of every kind necessary for the performance of the duties of postmasters, including record books and returns, are under this authority prepared by the Department and supplied to postmasters, through the Division of Post-Office supplies, upon their requisitions, according to their necessities. A list of blanks, with their appropriate numbers which should invariably be given in requisitions, is appended at the foot of this chapter.

Sec. 424. Other Supplies.—Blank facing-slips are furnished to all offices, as may be necessary. Wrapping paper and twine may be issued to postmasters at offices whose gross receipts exceed $100 per annum, and are furnished for official use only; but in smaller offices the necessity and the occasion therefor must be shown by the requisition.

Offices whose annual gross receipts are $300, or more, are supplied with letter balances of 4 pounds, and offices required to weigh second-class matter, with the necessary scales.

Stationery is supplied to postmasters of the first and second classes.

Printed facing-slips and card slide labels are furnished to postmasters of the first and second classes. (See section 427.)

All specific supplies are furnished only on requisition sent to the First Assistant Postmaster-General (Division of Post-Office Supplies).

Sec. 425. Care and Economy in Use of Supplies.—Postmasters will exercise care to avoid wastefulness in their offices in the use of supplies, as small waste in each office amounts to large aggregate. Stationery furnished should be applied only to official use. Wrapping paper and twine that have been used should, when fit, be used again.

Sec. 426. Postal Balances in Metric System.—The Postmaster-General shall furnish to the post-offices exchanging mails with foreign countries, and to such other offices as he may deem expedient, postal balances denominated in grams of the metric system, fifteen grams of which shall be the equivalent, for postal purposes, of one-half ounce advoirdupois, and so on in progression. (R. S., § 3880.) (See section 575.)

Sec. 427.—Printed Facing Slips and Card Slide Labels, Schemes, etc.—Postmasters of the first and second classes can obtain such printed facing slips and card slide labels as may be needed for the use of their offices by applying to the First Assistant Postmaster-General (Division of Post-office Supplies) for authority to purchase the required quantities; upon receipt of such requests the First Assistant Postmaster-General will make allowances sufficient to defray the cost of the printed facing slips and card slide labels applied for, when the postmasters can forward their orders to the contractors. It must be expressly understood that postmasters are required to obtain authority before purchasing any supplies whatever for their respective offices. Postmasters can obtain official schemes of distribution or information relating

thereto, by applying to the division superintendent of Railway Mail Service in whose division their post-offices are located.

Sec. 428. List of Blanks and Directions in Applying Therefor.—Postmasters are furnished with a blank requisition on which to make application for blanks. In filling it out care should be taken to give the name of the office, county, State, and postmaster, and the date, legibly written.

LIST OF BLANKS USED AT PRESIDENTIAL AND LETTER-CARRIER OFFICES.

(1090) (Book—Key deposit.) Statement of Key-Deposit Fund. (For first, second, and third-class post-offices.)
(1091) (Book—Key deposit). Receipt of Postmaster for Deposit. (For first, second, and third-class post-offices.)
(1092) (Book—Key deposit). Receipt of Box-renter for Refundment. (For first, second, and third-class post-offices.)
(1092½) Rules concerning the Renting of Boxes. (For first, second, and third-class post-offices.)
(1500) Clerks' Pay rolls. (For first, second, and third-class post-offices.)
(1501) Letter Carriers' Pay rolls. (For letter-carrier offices only.)
(1501½) Substitute Carriers' Pay rolls. (For letter-carrier offices only.)
(1502) Letter Carriers' Daily Trip Report. (For letter-carrier offices only.)
(1503) Letter Carriers' Monthly Report. (For letter-carrier offices only.)
(1503½) Quarterly Postage Due Account with Dead-Letter Office. (For letter-carrier offices only.)
(1504) Letter Carriers' Quarterly Report. (For letter-carrier offices only.)
(1504½) Monthly Report of Free Delivery Disbursements. (For letter-carrier offices only.)
(1505) This Requisition for Blanks. (For first, second, and third class post-offices.)
(1506) Requisition for Stamps from Retail Clerk. (For first and second class post-offices only.)
(1507) Notice of Box Rent Due. (For all post-offices.)
(1508) Through Registered Pouch Bill Book.
(1508½) Book—Unpaid Postage Bill. (For letter-carrier offices only.)
(1509) Letter—Withdrawal by Sender after Dispatch.
(1509½) Letter—Withdrawal of Mail Matter Before Dispatch.
(1510) Report of Lost Letters. (For all post-offices.)
(1511) Detailed Statement of Stamps and Envelopes. (For first, second, and third class post-offices.)
(1512) Canada Mail Bills.
(1513) Notice of a Package too large to be delivered by the Carrier. (For letter-carrier offices only.)
(1514) Book—Letters Returned by Carriers. (For letter-carrier offices only.)
(1515) Dead-Letter Labels. (For letter-carrier offices only.)
(1515½) Return of Unmailable Matter. (For first, second, and third class post-offices.)
(1516) Circular to Postmaster concerning Lost Letter. (For all post-offices.)
(1517) Circular reply of Postmaster to same. (For all post-offices.)
(1518) Circular Reply to Person inquiring for Lost Letter. (For all post-offices.)
(1520) Reply to request to Forward Letters. (For all post-offices.)
(1521) Application to First Assistant Postmaster-General for Dead Letter. (For all post-offices.)
(1522) List of Unmailable Letters—daily. (For first and second class post-offices only.)

(1522¼) List of Unmailable Letters—weekly. (For all post-offices.)
(1523) Dead-Letter Bill—weekly. (For second and third class post-offices only.)
(1524) Notice to apply for Dead Letter. (For first, second, and third class post-offices.)
(1525) Notice to apply for Registered Letter. (For all post-offices.)
(1526) Voucher. (For all post-offices.)
(1527) Book—Letter Carriers' Time of Arrival and Departure. (For letter-carrier offices only.)
(1528) Notice to Publisher to discontinue sending Publication. (For all post-offices.)
(1529) Request to Return Mail Bags. (For first, second, and third class post-offices.)
(1530) Receipt for Mail Bags. (For first, second, and third class post-offices.)
(1531) Receipt for Letter Returned to Writer. (For first, second, and third class post-offices.)
(1532) Account of Ship and Steamboat Letters Received. (For first, second, and third class post-offices.)
(1533) Substitute's Certificate. (For first, second, and third class post-offices.)
(1534) Card Notice for Readdressed and Forwarded Matter. (For first, second, and third class post-offices.)
(1535) Ship-Letter Receipt. (For first, second, and third class post-offices.)
(1536) Circular for Tracing Lost Registered Packages. (For all post-offices.)
(1537) Box Accounts. (For first, second, and third class post-offices.)
(1538) Receipt for Box Rent—books. (For first, second, and third class post-offices only.)
(1539) Requisition for Postmarking Stamps, Letter Balances, Canceling Ink, and Inking Pads. (For all post-offices.)
(1540) Unclaimed Package Notice. (For first, second, and third class post-offices.)
(1541) Route Changes, for Letter-Carrier Offices, in Tablets. (For letter-carrier offices only.)
(1542) Voucher. (For incidental expenses of the free-delivery service only.)
(1543) Card Notice—"Held for Postage." (For all post-offices.)
(1544) Postal Clerk's Register Receipt Books. (For postal clerk only.)
(1545) Sheets—Accounts Current. (Presidential.)
(1546) Pay Rolls. (For railway postal clerks.)
(1547) Book—Registered Letters Received and Delivered. (For all post-offices.)
(1548) Registered Return-Receipt Cards. "Melon." (For all post-offices.)
(1549) Book—Receipts for Registered Letters Dispatched. (For all post-offices.)
(1550) Registered Letter-Card Bills. "Gray." (For all post-offices.)
(1551) Signature Registered-Letter Bills, in sheets.
(1552) Stamp Impression Books. (For first and second class post-offices only.)
(1553) Book—Registered Matter in Transit. (For all post-offices.)
(1554) Labels for Presidential Quarterly Returns. (For first, second, and third class post-offices only.)
(1555) Card Receipts for Registered Packages. "Green." (For postal clerks only.)
(1556) Card Receipts for Registered Packages. "Yellow." (For all post-offices.)
(1557) Abstracts of Payments. (For postal clerks only.)
(1557¼) Abstracts of Payments, etc. (For first and second class post-offices only.)
(1559) Detailed Statement of Vouchers accompanying Quarterly Account. (For first, second, and third class post-offices.)
(1560) Letter-Carrier Receipt Books for Registered Letters Delivered. (For letter-carrier offices only.)
(1561) Dead-Letter Bills. (For letter-carrier offices only.)
(1562) Book—Matter Forwarded. (For first and second class post-offices only.)
(1563) Railway Postal-Clerk Receipts for Service Performed. (For all post-offices.)
(1564) Carriers Route Books. (For letter-carrier offices only.)
(1565) Weekly Transcripts of Deposits Received (310). (For first and second class offices only.)

(1565½) Abstract, for use at Depository Offices. (For first and second class offices only.)
(1566) Book—Certificates of Deposits of Postal Funds. (For first and second class offices only.
(1566½) Voucher for Depository and Draft Offices. (For first and second class offices only.)
(1568) Notice to Publisher to change Address of Publication. (For first, second, and third class post-offices.)
(1569) Abstract, for use at Draft Offices. (For first-class offices only.)
(3044a) For Transmittal of Deposits—monthly. (For first, second, and third class post-offices.)
(3201) Order to the Department for Postage Stamps. (For all post-offices.)
(3202) Order to the Department for Request Envelopes. (For all post-offices.)
(3202a) Book—Receipt for Special Request Envelopes. (For first and second class offices only.)
(3203) Requisition for Newspaper Stamps. (For all post-offices.)
(3214) Application for Admission of Publication, etc. (For all post-offices.)
(3215) Temporary permit. (For all post-offices.)
(3215a) Conditional permit. (For all post-offices.)
(3225) Quarterly Statement of Postage collected on Newspapers. (For all post-offices.)
(3240) Report of Stamps Sold. (For first, second, and third class post-offices.)
(3282) Requisition for Free Post-Office Envelopes. (For all post-offices.)
(3285) Requisition for Unpaid Postage-Due Stamps. (For all post-offices.)
(3343) Requisition for Newspaper and Periodical Stub-Books. (For all post-offices.)
(3354) Requisition 2-cent Letter Sheets. (For all post-offices.)
(3356) Report 2-cent Letter Sheets. (For all post-offices.)
(3848) Quarterly Report of Registered Letters Transmitted. (For all post-offices.)
(3856) Registry Circular of Inquiry. (For all post-offices.)
(3880) Inquiry as to Delivery of Registered Letters or Parcels. (For first, second, and third class post-offices.)
(3891) Registered Pouches, Sacks, etc., Dispatched.
(3950) Messengers' Pay Rolls—Special Delivery. (For letter-carrier offices only.)
(3951) Messengers' Delivery Book—Special Delivery. (For letter-carrier offices only.)
(3952) Postmasters' Report of Special Delivery—quarterly. (For letter-carrier offices only.)
(3953) Record of Mail Matter for Special Delivery—bound. (For letter-carrier offices only.)
(3953a) Record of Mail Matter for Special Delivery—sheet form. (For all post-offices.)
(3954) Receipt for Special-Delivery Matter Delivered. (For all post-offices.)
(3955) Tablets Call for Special-Delivery Letter. (For first, second, and third class post-offices.)
(A—22) Order to Forward Letter. (For first and second class post-offices only.)
(B—22) Request for Better Address (Card). (For first and second class post-offices only.)
(C—22) Slip to accompany Misdirected Letter. (For letter-carrier offices only.)
(D—22) Box Rent Due, etc. (Card). (For first and second class offices only.)
(E—22) Postage Due, etc. (Card). (For first and second class offices only.)
(F—22) Call for Package (Card). (For first and second-class offices only.)
(G—22) Reply of Postmaster to order to change Address (Card). (For letter-carrier offices only.)
(H—22) Order for change of Address. (For first and second class offices only.)
(I—22) Name blank for Post-Office Directory. (For letter-carrier offices only.)

Reams Wrapping Paper.
Quires Wrapping Paper.
Pounds of Small Jute Twine.
Pounds of Coarse Hemp Twine.

LIST OF BLANKS USED AT FOURTH-CLASS OFFICES.

Quires Wrapping Paper. (For post-office whose gross receipts exceed $100 per num.)
Pounds of Small Twine. (For post-office whose gross receipts exceed $100 per num.)
(1507) Notice of Box Rent Due.
(1510) Report of Lost Letters.
(1516) Circular to Postmaster concerning Lost Letter.
(1517) Circular Reply of Postmaster to same.
(1518) Circular Reply to person inquiring for Lost Letter.
(1520) Reply to request to forward Letters.
(1521) Application to First Assistant Postmaster-General for Dead Letter.
(1522½) List of Unmailable Letters.
(1523) Dead-Letter Bill—monthly.
(1525) Notice to apply for Registered Letter.
(1526) Voucher.
(1528) Notice to Publisher to discontinue sending Publication.
(1536) Circular for Tracing Lost Registered Packages.
(1538) Box-Rent Receipts. (Sheet Form.)
(1539) Requisition for Postmarking Stamps, Letter Balances, Canceling Ink, a Inking Pads.
(1543) Card Notice—"Held for Postage."
(1567) This Requisition for Blanks.
(3044) For Transmittal of Deposits.
(3201) Order to the Department for Postage Stamps.
(3202) Order to the Department for Request Envelopes.
(3203) Requisition for Newspaper Stamps.
(3235) Quarterly Statement of Postage collected on Newspapers, etc.
(3848) Quarterly Report of Registered Letters Transmitted.
(3282) Requisition for Free Post-Office and Registered-Package Envelopes.
(3285) Requisition for Postage-Due Stamps.
(3856) Registry Circular of Inquiry.
(1558) Postal Account.
(1558½) Postal Account Book.
(1547) Book Registered Letters Received and Delivered.
(1548) Registered Return Receipt Cards. "Melon."
(1549) Book Receipts for Registered Letters Dispatched.
(1550) Registered Letter Card Bills. "Gray."
(1553) Book Registered Matter in Transit.
(1556) Card Receipts for Registered Packages. "Yellow."
(3953a) Record of Mail Matter for Special Delivery. (Sheet form.)
(3954) Receipt for Special-Delivery Matter Delivered.

CHAPTER SEVENTEEN.

GANIZATION AND GENERAL MANAGEMENT OF POST-OFFICES; THEIR CLERKS AND EMPLOYÉS.

). **Postmasters to Keep an Office.**—Every postmaster shall keep in which one or more persons shall be on duty during such each day as the Postmaster-General may direct, for the pur-ceiving, delivering, making up, and forwarding all mail matter thereat. (R. S., § 3839.)

). **No Post-Office to be Located in Bar-room.**—No post-office shall ed in bar-room, or in any room directly connected therewith; any mail be opened or any mail matter be delivered in in which liquor is sold at retail, except such liquors are sold gist for medicinal purposes only and not to be drank on the (See section 433.)

.. **Other Business at Fourth-Class Post-Offices.**—Postmasters at post-the fourth class will be permitted to transact other business me room in which the post-office is located; but such other must be kept separate and distinct from that of the post-office.

. **Postmasters not to Act as Lottery Agents.**—No postmaster shall ent for any lottery office, or under any color of purchase, or , vend lottery tickets; nor shall he receive or send any lottery ircular, or ticket free of postage. For any violation of this ne offender shall be liable to a penalty of $50. (R. S., § 3851.)

r provisions affecting postmasters in respect to lotteries, see section 331.

. **Loungers or Disorderly Persons not Permitted in Post-Office.**—ister must not allow his post-office to become the resort for or disorderly persons, or the scene of dispute or controversy; never necessary he should invoke the aid of the civil authori-pel violators of this rule.

lso required to keep his post-office, at all times, in such a clean rly condition that it may be visited by women and children rs without impropriety or embarrassment.

ot authorized to exclude the public from the lobby of his office ne distribution of the mail, but may enforce the observance of er, and may prohibit smoking there. When the local author-se to preserve order in a post-office at the request of the post-ne should close the office.

. **Advertisements, etc., in Post-Offices.**—Postmasters are strictly t to place or permit to be placed upon the walls, or otherwise exhibition, within the post-office, or lobby thereto, or on any f the post-office premises, business cards, circulars, placards, , or advertisements of private business; and, also, pictures, placards, handbills, or other documents or advertisements of l character, or relating to any election, or designed to influ-

ence elections in favor of any candidate; except that they may allow, for the convenience of the public, bulletin boards to be placed in their offices, or may set apart some convenient place, where notices of public assemblies, political meetings, caucuses and conventions, judicial sales, and other like announcements, whether printed or written, may be displayed; but the privilege of using them must be afforded without discrimination of party or sect. They are also forbidden to use their official signatures as an advertisement of wares sold by them, or to stamp their own or any other person's advertisement upon mail matter passing through their hands.

Sec 435. Relation of Officials to Political Movements.—Office-holders must not use their official positions to control political movements. They should not offend by obtrusive partisanship, nor should they assume the active conduct of political campaigns. A postmaster is not forbidden to exercise any political privilege, but should make proper discrimination between what ought and what ought not be done by a public officer. He serves all the people, who are entitled to attention, civility, and assistance. He should be patient and helpful. No postmaster in whom the Government has, by virtue of his appointment, reposed trust and confidence should find difficulty in deciding as to the proper course to be pursued in the premises. This is in consonance with the order of President Cleveland of July 14, 1886.

Sec. 436. Business Hours at Post-Offices.—Every postmaster must keep his post-office open for the dispatch of business every day, except Sundays and holidays, during the usual hours in which the principal business houses in the place are kept open, and attend at such other hours as may be necessary to receive and dispatch mails. When the mail arrives on Sunday he will keep his post-office open for one hour or more after the arrival and assortment thereof, if the public convenience require it, for the delivery of the same only. If it be received during the time of public worship, the opening of the post-office will be delayed until services have closed. He need not open his office during the day of Sunday, if no mails arrive after the closing of the office on Saturday and before 6 o'clock Sunday afternoon. While open, stamps may be sold to any one applying for them; but money-orders must not be issued nor paid, nor letters registered on that day. Delivery on Sunday must not be restricted to box holders, but made to all who call while the office is open. The office on week days should not be closed during meal hours.

The windows in connection with the carriers' department must be opened for the delivery of mail matter during office hours on Sundays, holidays, and in the evening after the last carrier delivery.

As to DUTIES IN RESPECT TO SPECIAL DELIVERY LETTERS, see section 657.

Sec. 437. Delivery; when to be Kept Open.—The delivery of the post office should be closed during the opening and distribution of a mail only when the clerical force is insufficient to distribute the mail and allow delivery at the same time; and, when closed, should be opened *so soon* as the mail is distributed.

Sec. 438. Holidays.—Postmasters may observe as holidays January 1, July 4, December 25, and such other days as the President of the United States, or the governors in their respective States, may designate as fast or thanksgiving days or proclaim specially as holidays. On May 30, post-offices may be closed between the hours of 10 o'clock a. m. and 5 o'clock p. m., if the postmaster thinks best. On other occasions their offices can be closed only after permission obtained therefor from the Department, to be applied for through the First Assistant Postmaster-General. Upon holidays post-offices must be open sufficiently to meet fairly the public convenience. Mails must be made up and dispatched as on other days. When a legal holiday falls upon a Sunday the following Monday may be observed, unless otherwise specially provided for by State authority.

Sec. 439. The Public Property—Sales of Waste Paper and Twine.—Upon taking charge of the post-office every postmaster will make, in duplicate, inventories of the public property belonging to it, each of the four classes of property to be inventoried separately, as follows:

1. Of all postage stamps, special-delivery stamps, stamped envelopes, letter-sheet envelopes, newspaper wrappers, and postal cards, and newspaper and periodical stamps, and postage-due stamps.

2. Of all Postal Guides, books of Postal Laws and Regulations, circulars, orders, blanks, rating stamps, postmarking stamps, ink pads and supply of ink, and letter balances or scales, and stationery.

3. Of all desks, cases, safes, and other furniture or fixtures, books, and maps allowed or furnished by the Department.

4. Of all locks, keys, and mail bags.

And he will receipt to his predecessor according to these inventories, and will transmit one of the duplicates of class 1 to the Sixth Auditor, of classes 2 and 3 to the First Assistant Postmaster-General, and of class 4 to the Second Assistant Postmaster-General, retaining one of each. He will not receive from his predecessor, on taking charge, any money belonging to the Department, except money-order funds, unless specially instructed to do so. (See section 141.)

Sale of Waste Paper and Twine.—Waste paper embraces dead and unclaimed domestic printed matter (section 555), used registered-package envelopes (section 1137), applications for money orders and money-order advices (section 1274), used facing slips (section 508), and any other useless paper. Postmasters must exercise care to realize the most from this waste, and, when practicable, sell the same and all remnants of twine unfit for use, before the expiration of each quarter, accounting for the proceeds as postal funds. The sale should be made in the neighborhood of the office, if possible; and such matter can not be transported free in the mails to a purchaser, nor mail bags be used to carry it away. The use of mail bags as receptacles for waste paper and office sweepings is prohibited.

As to key-deposit funds, see section 449.

Sec. 440. Public Documents and Property to be Turned over to Successor.—All books of regulations, Guides, instructions, circulars, and orders received by a postmaster from any officer of the Department are to be filed and preserved in the post-office and turned over to his successor. In like manner he will turn over to his successor, or, in the event of the discontinuance of the post-office, deliver to the postmaster designated by the Fourth Assistant Postmaster-General to receive them, as public property, all safes, desks, cases, and other furniture and fixtures, and all books, office records (such as duplicate pay rolls, records of arrivals and departures of mails, and of employés of the Railway Mail Service), all maps, blanks, stationery, all stamps and stamped paper, and other articles which have either been furnished to him as postmaster or have been charged for and allowed at any time, and which may remain on hand when the vacancy or discontinuance occurs. Such property and supplies are not to be returned to the Department.

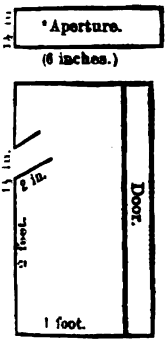
Sec. 441. Care of Public Property and Funds.—In view of the constant liability to loss by fire, larceny, burglary, etc., postmasters are enjoined to exercise all possible care for the protection of the public funds and property in their custody. Postage stamps and other stamped papers are so readily disposed of and so difficult of identification that they should be carefully guarded, and postmasters are required to take such care for their protection as a prudent man would use to secure the safety of his own money or negotiable paper. During business hours money and postage stamps should be kept in places inaccessible to the public and concealed from view; if the post-office is not such a reasonably safe place as to warrant the postmaster in leaving his own funds in it at night, or when the building is unoccupied, all moneys and postage stamps should be removed therefrom to a place of greater security. Where stamps and funds are kept in iron safes with "combination locks," such safes must be carefully and *completely* locked at night, or when the office is left without occupants for any considerable length of time. The common practice of closing safes with what is termed the "day lock" or "day combination" is regarded as extremely negligent, as it affords no protection against experienced burglars; and in case of loss resulting from such practice no credit will be allowed the postmaster therefor. When funds or postage stamps are left at night in offices unprovided with iron safes, they must be kept in strong drawers or other fixed receptacles, which must be securely fastened with good locks, and the doors and windows must be made as secure as possible.

Official books, stationery, circulars, and letters of instruction must be kept neatly, and so arranged that they can be readily referred to, and the greatest possible care must be taken to protect letters and packages, especially registered matter, against loss; they must never be placed where the public can have access to them, and their safety must be as carefully provided for as circumstances will permit. Special attention is called to section 1051 concerning the treatment of registered *matter.*

EQUIPMENT OF POST-OFFICES.

Sec. 442. Receiving Box for Mail at Third and Fourth Class Post-Offices.—A letter box must be provided at third and fourth class post-offices, and constructed in the window or wall; the aperture for the posting of letters must be horizontal, as shown by the diagram in the margin, and measure 6 inches by an inch and a half, and be easily accessible at all hours to the public. The words "Letter Box" must be painted above the aperture. The box must be at least 2 feet in depth from the lower edge of the aperture, and not less than 1 foot wide and 1 foot from back to front; and directly underneath the aperture, on the inside, should be a ledge about 2 inches in width, inclining upwards, as shown in the diagram, to prevent the contents of the box from being seen or taken out at the aperture. The box should be shut by means of a door forming the entire back or side of the box, the door always be securely locked, and the key kept in a safe place.

LETTER BOX.



LETTER BOXES.

Sec. 443. How Provided.—Boxes in post-offices are provided by the following methods:

1. In Government buildings by the Treasury Department.
2. At other first and second class post-offices, the lessor, by agreement in his lease, sometimes provides them.
3. Individuals may provide lock boxes or drawers for their own use, under the next section.
4. In all other cases the necessary boxes must be furnished and kept in repair by the postmaster.

Sec. 444. Lock Boxes, &c., for Box Holders at their Expense.—Postmasters may allow box holders who desire to do so to provide lock boxes or drawers for their own use, at their own expense, which lock boxes or drawers, upon their erection in any post-office, shall become the property of the United States, and be subject to the direction and control of the Post-Office Department, and shall pay a rental at least equal to that of other boxes in the same office, or, if there be no other boxes in such office, of boxes in other offices of the same class, which rental shall be accounted for as other box rents. (R. S., § 4052.) (See section 199.)

Sec. 445. Rent of Boxes to be Prepaid.—No box at any post-office shall be assigned to the use of any person until the rent thereof has been paid for at least one-quarter in advance, for which the postmaster shall give a receipt. (R. S., § 3901.)

The postmaster has no right to assign any person a box free of rent. He must not rent a box for a longer term than three months; and where the application is made during a quarter, he should rent the box

for the remainder of that quarter, charging the pro rata amount for th time remaining. This rule is necessary to the quarterly settlement o his accounts required by law. When persons holding boxes refuse t pay their box rent, their mail should be put in the general delivery or delivered by carrier. Strict compliance with this regulation is re quired; and the postmaster's own interest will be subserved by adherin to it, as he is chargeable with all uncollected box rents (section 199) and the collecting of rents for a longer period in advance than herei authorized will work confusion in his accounts and delay their settl ment.

Sec. 446. Use of Boxes.—A person renting a box may have the ma addressed to members of his family, including visitors, and that ad dressed to his care or to the number of his box for persons who wis him temporarily to take charge of it, placed in such box. Boarders a a hotel or boarding house are not considered as members of the family The employés of a firm or corporation may, by consent of their employ ers, have their mail put in the company's box; but if the box will no contain all the mail, the box holder must be notified that he may ren another box. Mail matter addressed to students in a college or sem inary, or the inmates of any public institution, may, when such is th rule or usage of the institution, be put in the box rented by it and ma be delivered to its messenger. It may be so deposited in the box an delivered at the request of the student or his parent or guardian, or c such inmate, in the absence of a rule or usage of the college or institu tion. With these exceptions the use of a box is restricted to one fam ily, firm, or corporation.

A postmaster has no right to use the boxes nor the general deliver of his office for the distribution of bills or circulars relating to his ow private business. But he may place official notices to the box-holder in their boxes without inclosing them in a penalty envelope. Post masters may hand out mail to the renters of lock-boxes or othe persons entitled to receive it when requested. There must be no dis crimination in delivering mail matter only to box holders and not a the general delivery.

Sec. 447. Names of Box Holders not to be Disclosed.—Postmasters ar strictly prohibited from disclosing to any person not of his office, ex cept inspectors, the names of the persons owning or renting boxes i their post-offices.

Sec. 448. Record of Box Holders and Receipts.—Each postmaster mus keep in his office, for examination of inspectors, and deliver to his suc cessor, a list of box holders, with the number of the box assigned t each, the time during which he has used it, and for which rent is pr paid. The record of receipts which he is required to keep (see section 191, 192, and 193) must show the amount of moneys received for bo rents, the number of the box, the period, and renter, as to each pay ment, respectively. If no such record be turned over to him th

incoming postmaster will require claimants of boxes to produce receipts or other satisfactory evidence of prepayment of rent, and allow the use of the boxes for the residue of the prepaid term.

Sec. 449. Key Deposits.—At post-offices in public buildings under the control of the Treasury Department and in buildings leased by the Government, postmasters are required to exact in advance a deposit of fifty cents for each key delivered to the renter of a lock-box or drawer, as security against its loss, such deposit to be refunded when the key is returned.

The following instructions will be carefully observed by postmasters in respect to key deposits:

1. In Government buildings in which the lock-boxes and drawers are furnished by the Treasury Department, the postmaster will, when collected, deliver such deposit to the custodian of the building, who is charged with keeping such boxes and drawers and keys in repair, and who will return the amount upon surrender of the key.

2. At offices in buildings leased by the Government, with box outfits covered by the lease, the postmasters are required to hold such key deposits as a trust fund, subject to return or application upon forfeiture as herein directed. The object and condition of the deposit should be explained to the box renter.

3. An account must be kept of such deposits, to be known as the "Key-deposit Redemption Fund," each deposit to be entered therein, with the name of the depositor, date of deposit, and the number of the key.

4. When a key is surrendered within thirty days after the box to which it belongs is vacated, the deposit therefor, in the postmaster's hands, should be at once refunded and receipt taken therefor, and proper entry made in the account of that fund.

5. When a key is lost by the renter, or while he is responsible therefor, or through his fault is broken so as to be rendered useless, or is withheld for over thirty days after the box to which it belongs has been vacated, the deposit therefor becomes forfeited and will be transferred to another fund called the "Key-deposit Forfeiture Fund," and entry thereof made in the account.

6. The "forfeiture fund" is to be expended (1) for the purchase of new keys to replace those lost, broken, or withheld; (2) for necessary repairs to locks; and (3) for keeping the lock boxes in serviceable condition. Vouchers in duplicate should be taken of such expenditures.

7. Every postmaster having in his hands any key-deposit funds must render account thereof to the First Assistant Postmaster-General on June 30 and December 31 of each year (on Form 1090), and a final account on retiring from office. Vouchers for all moneys refunded or disbursed must accompany the account. If the postmaster die, his sureties will transfer the funds and render final account.

8. Upon retirement from office the postmaster will turn over all key-

deposit funds, whether forfeited or not, and the records thereof, to his successor in office. Should he fail or refuse to do so, the successor will at once inform the Department of the fact. Box-holders who provide their own boxes, as authorized by section 444, are not required to make deposits for keys furnished by themselves, but must for keys furnished therefor by the postmaster.

Postmasters who provide their own boxes may require a key deposit at their option, not to exceed 50 cents per key. If they omit the requirement, they must inform the First Assistant Postmaster-General.

ASSISTANTS, MAILING CLERKS, ETC.

Sec. 450. Assistant Postmasters.—Each postmaster shall employ an assistant, so that the office may not be left without a person duly sworn and qualified to perform its duties in case of his necessary absence, sickness, resignation, or death. The wife, son, daughter, or surety of the postmaster may, if competent, be such assistant. All members of his family who are competent and are liable, in his absence, to be called upon to receive or deliver mail, should take the oath of a postal employé. (See section 35.) An ex-postmaster should not be permitted to have access to or handle mail matter in the office unless he takes the oath anew. An unnaturalized person may be such assistant, provided he has in proper form declared his intentions. No contractor or subcontractor for carrying the mails, mail messenger, or assistant mail messenger can be clerk in a post-office. (See sections 746 and 747.)

Postmasters are responsible for the acts of their assistants and clerks, and may, therefore, at other than free-delivery offices, select them without regard to age, provided they are capable of performing the duties devolving upon them.

Sec. 451. Classification of Post-Office Clerks, etc., for Postal Purposes.—That the Postmaster-General be, and he is hereby, authorized to classify and fix the salaries of the clerks and employés attached to the first-class post-offices, from and after July 1, 1889, as hereinafter provided:

Provided, however, That the aggregate salaries as fixed by such classification shall not exceed the sum hereby appropriated, namely,

Assistant postmaster, salary not exceeding 50 per cent of the salary of the postmaster, as provided by act of March 3, 1883, graded in even hundreds of dollars, from $1,500 to not exceeding $3,000 per annum, except New York, N. Y., where the salary of the assistant postmaster shall be fixed at $3,500 per annum, and that of the second assistant postmaster at $2,000 per annum.

Secretary and stenographer to postmaster, five classes, salary, graded in even hundreds of dollars, from $1,200 to not exceeding $1,600 per annum.

Cashier, five classes, salary, graded in even hundreds of dollars, at $1,800, $2,000, $2,200, $2,400, and not exceeding $2,600 per annum.

Assistant cashier, three classes, salary, graded in even hundreds of dollars, at $1,200, $1,300, and not exceeding $1,400 per annum.

Finance clerk, including bookkeepers, six classes, salary, graded in even hundreds of dollars, from $1,200 to not exceeding $1,700 per annum.

Stamp clerks, ten classes, salary, graded in even hundreds of dollars, from $800 to not exceeding $1,700 per annum.

Stamp agents, as now compensated, at $24 per annum.

Superintendents of mails, salary not exceeding 45 per cent of the salary of the postmaster, as provided by the act of March 3, 1883, graded in even hundreds of dollars, from $1,300 to not exceeding $2,700 per annum, except at New York, N. Y., where the salary of the superintendent of mails shall be fixed at $3,200 per annum.

Assistant superintendents of mails, three classes, salary, graded in even hundreds of dollars, at $1,200, $1,300, and not exceeding $1,400 per annum.

Superintendents of delivery, salary not exceeding 45 per centum of the salary of the postmaster, as provided by the act of March 3, 1883, graded in even hundreds of dollars, from $1,300 to not exceeding $2,700 per annum, except at New York, N. Y., where the salary of the superintendent of delivery shall be fixed at $3,200 per annum.

Assistant superintendent of delivery, three classes, salary, graded in even hundreds of dollars, at $1,200, $1,300, and not exceeding $1,400 per annum.

Superintendents of registry, salary not exceeding 35 per centum of the salary of the postmaster, as provided by the act of March 3, 1883, graded in even hundreds of dollars, from $1,000 to not exceeding $2,100 per annum, except at New York, N. Y., Chicago, Ill., and Washington, D. C., where the salary of the superintendent of registry shall be fixed at not exceeding 40 per centum of the salary of the postmaster, as provided by the act of March 3, 1883.

Assistant superintendents of registry, salary not exceeding 25 per cent of the salary of the postmaster, as provided by the act of March 3, 1883, graded in even hundreds of dollars, from $1,000 to not exceeding $1,500 per annum, except at New York, N. Y., where the salary of the first and second assistant superintendents of registry shall be fixed at $2,400 and $1,800 per annum, respectively.

Superintendent money-order division, salary not exceeding 40 per cent of the salary of the postmaster, as provided by the act of March 3, 1883, graded in even hundreds of dollars, from $1,000 to not exceeding $2,400 per annum, except at New York, N. Y., where the salary of the superintendent of the money-order division shall be fixed at $3,200 per annum.

Assistant superintendent money-order division, ten classes, salary, graded in even hundreds of dollars, from $800 to not exceeding $1,800 per annum, except at New York, N. Y., where the salary of the first

and second assistant superintendents of money order and the chief bookkeeper shall be fixed at $2,400, $1,800, and $1,800, respectively.

Superintendents of stations, ten classes, salary, graded in even hundreds of dollars, from $1,000 to not exceeding $2,000 per annum, except at New York, N. Y., where the salaries of the superintendents of Stations "A" and "D" shall be fixed at $2,500 each per annum, and superintendents of Stations "E" and "F" shall be fixed at $2,200 each per annum.

Clerks in charge of stations, nine classes, salary, graded in even hundreds of dollars, from $100 to not exceeding $900 per annum.

Foremen of crews or working sections, six classes, salary, graded in exen hundreds of dollars, from $900 to not exceeding $1,400 per annum.

Mailing clerks, letter distributers, dispatchers, registry, money order, directory, and nixie clerks, nine classes, salary, graded in even hundreds of dollars, from $600 to not exceeding $1,400 per annum.

Separators and assorters, paper distributers, record clerks, general-delivery clerks, inquiry clerks, clerks for special-delivery mail, raters of third and fourth class mail matter, weighers of second-class mail matter, stock or supply clerks, and time-keepers, seven classes, salary, graded in even hundreds of dollars, from $600 to not exceeding $1,200 per annum.

Stampers and mail messengers, five classes, salary, graded in even hundreds of dollars, from $400 to not exceeding $800 per annum.

Printers, four classes, salary, graded in even hundreds of dollars, from $900 to not exceeding $1,200 per annum.

Pressmen, messengers, watchmen, laborers, janitors, porters, firemen, carpenters, waste-paper examiners, and general-utility clerks, four classes, salary, graded in even hundreds of dollars, from $400 to not exceeding $700 per annum.

Auditor and draftsman at New York, N. Y., $3,000 and $1,200 per annum respectively.

That the Postmaster-General be, and he is hereby, authorized to classify and fix the salaries of the clerks attached to the second class post-offices, from and after July 1, 1889, as hereinafter provided.

Provided, however, That the aggregate salaries as fixed by such classification as shall be made under this act shall not exceed the several sums appropriated by this act for the service authorized to be classified, namely:

Chief clerk, nine classes, salary, graded in even hundreds of dollars, from $700 to not exceeding $1,500 per annum.

Mailing clerks, letter distributers, dispatchers, registry clerks, stamp clerks, and money-order clerks, five classes, salary, graded in even hundreds of dollars, from $600 to not exceeding $1,000 per annum.

Separators, and assorters, paper-distributers, general-delivery clerks, and general utility clerks, four classes, salary, graded in even hundreds of dollars, from $600 to not exceeding $900 per annum.

Stampers, messengers, porters, janitors, and watchmen, four classes, salary, graded in even hundreds of dollars, from $300 to not exceeding $600.

Provided, That when the salaries hereinbefore stated are adjusted and fixed, no clerk or employé shall be promoted or advanced in grade or salary without the approval of the Postmaster-General, in accordance with the requirement of section 464, Postal Laws and Regulations, edition of 1887; and hereafter postmasters at offices of the first and second classes shall submit rosters of the clerks attached to their respective offices to the Postmaster-General, to take effect from the first day of the fiscal year, July 1, instead of January 1, as heretofore; and no roster shall be considered in effect until approved by the Postmaster-General.

That all acts and parts of acts that conflict with the provisions hereinbefore stated are hereby repealed. * * * (Act March 2, 1889—Sup. R. S., 1891, 679–682.)

Sec. 452. Civil Service Classification of Clerks and Employés in Post-Offices.—Within said sixty days it shall be the duty of the Postmaster-General to separately arrange in classes the several clerks and persons employed, or in the public service, at each post-office, or under any postmaster of the United States, where the whole number of said clerks and persons shall together amount to as many as fifty. And thereafter, from time to time, on the direction of the President, it shall be the duty of the Postmaster-General to arrange in like classes the clerks and persons so employed in the postal service in connection with any other post-office; and every such arrangement and classification upon being made shall be reported to the President. (Act of January 16, 1883, § 6 in part, 22 Stats., 406.)

The President has amended the civil-service rules so as to include in the classified postal service all post-offices now designated or that hereafter may be designated as free-delivery post-offices, not including, however, post-offices at small towns or villages where free delivery has been established experimentally under special authority of law.

NOTE.—Under the foregoing provision from the civil-service law, post-offices where such classification and arrangement have been made by order of the Postmaster-General are within the "classified postal service;" and all employment and appointment of clerks or carriers are made upon selection from those found eligible after a competitive examination by an examining board appointed by the Civil Service Commission. For the manner of application for examination, procedure thereon, and mode of appointment, reference is made to the Civil Service Rules. The provisions of the civil-service law (see sections 13 to 16 and 57 to 60) apply to clerks and employés in the classified postal service.

Sec. 453. Superintendent of Mails.—At such post-offices of the first and second classes as he shall deem necessary, the Postmaster-General will appoint a clerk from the Railway Mail Service, to be known as the "superintendent of mails," whose duties shall be—

1. To have entire charge of the distribution and dispatch of all mails at such post-offices, *and to prepare* and correct from time to time all

necessary schemes or lists for distribution, subject to the approval of the division superintendent of Railway Mail Service.

2. To see that each distributing clerk is required promptly to examine such orders relating to or changing official schemes, or giving directions as to the making up and dispatch of mails from the office, as may from time to time be received.

3. To conduct the case examinations prescribed in the next section and make report thereof to the postmaster and division superintendent.

4. To keep a record of all errors and irregularities checked by or against each clerk under his charge, and make report thereof to the postmaster and division superintendent monthly, or oftener if required.

5. To examine all slips in which errors are noted, which have been returned to the post-office, compare the same with the schemes and orders, make a record thereof, and return them to the respective clerks by whom the distribution was made, or, in case checks were erroneously made, to the division superintendent, in order that proper credit may be given.

Sec. 454. Case Examinations.—Postmasters at first and second class offices will require their distributing clerks to be examined from time to time on schemes of such States as are to be distributed at their post-offices. Such examinations, conducted by the superintendent of mails, will consist in the distribution from memory, into a case for that purpose, of cards representing post-offices, towns, or counties of any State for which distribution is made. After such distribution, the cards will be examined by the superintendent, tested by the schemes, and record kept of the number of errors noted. Clerks should also be sharply questioned frequently as to the proper routes on which mails are dispatched from their offices, and as to the orders given them for making up the mail. Incompetent distributing clerks will be removed when the record of case examinations or of errors made in distribution shows their incompetency.

Sec. 455. Order Books; when to be Kept.—Postmasters of first and second class post-offices will keep an order book in which all orders relating to the making up and dispatch of mails at their offices, and all official changes in schemes which are received from division superintendents, are to be inserted or recorded, and require distributing clerks to examine the same daily; and may require each clerk to sign his initials at the foot of each order to indicate that he has examined it.

MISCELLANEOUS PROVISIONS.

Sec. 456. Official Guides and Department Circulars.—The United States Official Postal Guide, of which a copy is sent to each postmaster, is to be carefully preserved, and all orders and instructions attentively perused and their requirements complied with. Printed circulars received by postmasters from any office of the Department must receive the same attention and obedience as if they were manuscript letters or direct *special communications*.

Sec. 457. Instructions on Doubtful Matters.—Whenever a postmaster is in doubt as to a provision of law or regulation affecting a matter upon which he is to act, he should, before taking action, ask instructions from the proper office of the Department. But care must be taken to first thoroughly examine the Postal Laws and Regulations and the Guide, and not to ask for instructions or information which may be found therein.

Sec. 458. Correspondence with Department.—The postmaster in his correspondence with the Department should carefully observe the following directions:

1. Write the name of the post-office, county, and State at the head of the letter, if a letter head giving the same be not used.
2. Write only upon one subject in the same letter.
3. Sign and date every letter or indorsement sent to the Department.
4. Promply answer all communications from the Department requiring reply.
5. All letters of inquiry, applications, or complaints which have been addressed to the Department and referred to a postmaster for explanation or information, must, as far as possible, be regarded as confidential and must, without fail, be returned in the same inclosure with the report or answer made respecting the same, which may be indorsed upon or appended thereto when convenient, duly signed and dated as above required.

Sec. 459. Commissions of Post-Office Inspectors to be Demanded.—To avoid impostures postmasters should always insist upon the exhibition of commissions of persons representing themselves to be post-office inspectors unless such persons are personally known to them to be such officers. Every post-office inspector carries a commission signed by the Postmaster-General.

Sec. 460. Political Assessments Forbidden.—Postmasters will carefully observe the provisions of law forbidding political assessments.

The postmaster and his employés are forbidden, under severe penalties, from soliciting or receiving, directly or indirectly, or being concerned in soliciting or receiving any assessments, subscriptions, or contributions for political purposes from any officer, clerk, or employé in the service the United States; and it is forbidden to any person to solicit or receive money or other thing of value for political purposes in any post-office or other room or building occupied by any officer of the United States for the discharge of official duties; and postmasters will be held responsible for its prevention. Postmasters and their assistants or employés are forbidden to discharge, promote, or degrade, or change the rank or compensation of any officer or employé, or to threaten so to do, for giving or refusing to give any contribution of money or other valuable thing for any political purpose. It is also forbidden to any officer, clerk, or employé of the United States to give or hand over such contribution to any other officer, clerk, or person in the service of the United States. *(Sections 57 to 60.)*

CHAPTER EIGHTEEN.

OF THE TREATMENT OF MAIL MATTER IN POST-OFFICES.

GENERAL PROVISIONS.

Sec. 461. Privacy of First-Class Mail Matter.—The statutes defining crimes against the Post-Office establishment admonish every person in the postal service of the absolute sanctity of a seal. Under no circumstances will any person in the postal service, except those employed for that purpose in the Dead Letter Office, break or permit to be broken the seal of any letter or packet, while it is in custody of the postal service. Neither postmasters, inspectors, employés of the Department, nor officers of the law, without legal warrant therefor, have authority to open a sealed letter while in the mails, under any pretext; that it may contain improper or criminal matter, or furnish evidence for the conviction of offenders, is no excuse. (See sections 1430 and 1431.)

NOTE.—The inviolability of the seal is very clearly declared in a decision of the Supreme Court of the United States, in *Ex parte* Jackson (96 U. S., 733), thus: "A distinction is to be made between different kinds of mail matter—between what is intended to be kept free from inspection, such as letters and sealed packages subject to letter postage, and what is open to inspection, such as newspapers, magazines, pamphlets, and other printed matter, purposely left in condition to be examined. Letters and sealed packages of this kind in the mail are as fully guarded from examination and inspection, except as to their outward form and weight, as if they were retained by the parties forwarding them in their own domiciles. The constitutional guaranty of the right of the people to be secure in their papers against unreasonable searches and seizures extends to their papers thus closed against inspection, wherever they may be. Whilst in the mail they can only be opened and examined under like warrant, issued upon similar oath or affirmation, particularly describing the thing to be seized, as is required when papers are subjected to search in one's own household. No law of Congress can place in the hands of officials connected with the postal service any authority to invade the secrecy of letters and such sealed packages in the mail; and all regulations adopted as to mail matter of this kind must be in subordination to the great principles embodied in the fourth amendment of the Constitution."

Sec. 462. Postmasters not to give Information Respecting Mail Matter.—Postmasters and all others in the service are forbidden to furnish information concerning mail matter received or delivered, except to the persons to whom it is addressed or to their authorized agents or post-office inspectors. A disregard of this regulation will render the offender liable to removal. Postmasters may, however, when the same can be done without interference with the regular business of the post-office, furnish to officers of the law, to aid them in discovering a fugitive from justice, information concerning the postmarks and addresses of letters, but must not delay or refuse their delivery to the persons addressed.

Postmasters and other postal officers and employés are strictly pro-

hibited from making public names, addresses, or private information obtained by them in the discharge of their official duties.

The agents of the Post-Office Department are furnished with the names and addresses upon letters and other articles of mail matter for the sole purpose of enabling them to make delivery thereof to the persons intended. Such names and addresses are to be regarded as confidential, and this confidence must be respected.

Advertisers and others have no right to expect that their plans for canvassing shall be aided by lists to be obtained through knowledge gained by postmasters in the discharge of their official obligations, and it is no part of the business of the officials of the Post-Office Department to furnish such names and addresses for pay or favor.

This regulation is necessary because of the evils brought about by the infraction or relaxation of this rule unwittingly by postmasters who have assisted and encouraged fraudulent schemes, such as "green goods" and swindlers, who rely upon the credulity of persons whose names and addresses have been obtained and paid for without disclosing their object.

Sec. 463. Penalty for Unlawfully Detaining Mail Matter.—Any postmaster who shall unlawfully detain in his office any letter or other mail matter, the posting of which is not prohibited by law, with intent to prevent the arrival and delivery of the same to the person to whom it is addressed, shall be punishable by a fine of not more than $500 and by imprisonment for not more than six months, and he shall be forever thereafter incapable of holding the office of postmaster. (R. S., § 3890.) (See section 1430.)

Sec. 464. Time of Closing the Mails.—All letters brought to any post-office half an hour before the time for the departure of the mail shall be forwarded therein; but at offices where, in the opinion of the Postmaster-General, more time for making up the mail is required, he may prescribe accordingly, not exceeding one hour. (R. S., § 3840.)

Mails at first-class post-offices are to be closed not more than one hour and at all other offices not more than half an hour before the schedule time of departure of trains, unless such departure is between the hours of 9 p. m. and 5 a. m., when they may be closed at 9 p. m.

This regulation does not apply to the post-office at New York City, and any office may be exempted therefrom by special order. At fourth-class offices the mails should not be closed until it becomes necessary, allowing a reasonable time for delivery at the train or to the carrier on star routes.

Sec. 465. Opening and Closing at Intermediate Offices on Star Routes.—Seven minutes are allowed for opening and closing the mails at all intermediate offices on star routes, where no time is specified. Should this time be too short at any post-office, the postmaster should apply to the Second Assistant Postmaster-General for an extension. On railroad and steamboat routes there is to be no more delay than is necessary to receive and deliver the *mails*.

Sec. 466. Who to Have Access to Mails.—Postmasters will permit no person, except his duly sworn assistant, clerks, letter-carriers, and post-office inspectors to have access to any mail matter in his office or to the mail locks or keys. This prohibition extends especially to mail contractors and their drivers. Mails should not be made up or handled within reach of persons not authorized to handle them; and such persons should be excluded from the room appropriated to the use of a post-office while the mails are being opened or made up.

Sec. 467. Postmasters Can not Remit Overcharges on Mail Matter.—A postmaster has no authority to remit penalties or overcharges on mail matter. In cases where the observance of this rule would seem to work injustice, he will advise the party aggrieved to appeal to the Third Assistant Postmaster-General, keeping, if possible, such memorandum of the facts that he may make report thereon if required. Pending appeal the mail matter involved should remain in the post-office, awaiting instructions of the Department. (See section 518.)

Sec. 468. Postmasters must Collect and Examine Waste Paper.—The postmaster, or one of his assistants, before the post-office is swept or cleared, should collect and examine waste paper which has accumulated therein, in order to guard against the possibility of loss of letters or other mail matter which may have fallen on the floor or have been intermingled with such waste paper during the transaction of business. (See section 439.)

Sec. 469. Weather Bureau Reports.—Weather Bureau reports are to be treated in all respects like letter mail, whether sent by officers of the Service under penalty envelopes or sent by private persons and prepaid by stamps. Postmasters and railway postal clerks will use the utmost care to forward them promptly. Postmasters receiving them for posting should immediately post them up in a conspicuous place.

Sec. 470. The Sale of Stamped Paper and Deposit of Mail Matter not to be Solicited.—The salaries of some postmasters are fixed by law, and can not be increased by any increase in business, while the compensation of the majority of the postmasters is regulated by the amount of cancellations of the stamps on matter mailed at their offices or by the amount of stamps sold.

The public have the right to choose the post-office in which they shall deposit their mail matter, but the postmaster is forbidden to solicit the purchase at his office of stamped paper by persons living or doing business within the delivery of another post-office, or the mailing of matter at his office rather than at another. It is the determination of the Department to see that mail matter which ought to be posted at an office where it would not increase the salary of the postmaster is not mailed at an office where it would increase the postmaster's compensation.

To that end the Department will always endeavor to secure a postmaster whose friends will not sacrifice the public interest for the post-

master's private gain and whose compensation will be regulated by the business that properly belongs to his office.

Violations of this rule will be regarded as cause for removal.

AT MAILING OFFICES—CANCELING AND POSTMARKING.

Sec. 471. Stamps to be Defaced.—Postage stamps affixed to all mail matter or the stamped envelopes in which the same is inclosed, shall, when deposited for mailing or delivery, be defaced by the postmaster at the mailing office, in such manner as the Postmaster-General may direct; and if any mail matter shall be forwarded without the stamps or envelopes being so defaced the postmaster at the office of delivery shall deface them and report the delinquent postmaster to the Postmaster-General. (R. S., § 3921.)

Sec. 472. How to be Canceled.—Postmasters are required—

1. To cancel stamps immediately and effectually by the use of black ink, a standard of which has been adopted and a suitable supply of which will be sent to any post-office that may need it. The use of other kinds of ink for the canceling of stamps is not permitted, except in cases where postmasters may be temporarily out of the standard kind, in which case they may use a good quality of black printing ink until a supply can be obtained from the Department. Such temporary supply must be procured by the postmaster at his own expense, which will not be reimbursed by the Department. (See section 422.)

2. In applying the ink to the face of the stamps the defacement must be thorough and complete, so as to prevent the cleaning and reuse of the canceled stamps.

3. The use of the office rating or postmarking stamp as a canceling instrument is prohibited, except for the cancellation of stamps at the delivery office which were not stamped at the mailing office.

Sec. 473. Mail Matter Other than Second Class to be Postmarked.—All mail matter, except that of the second class, deposited in any post-office for mailing, must bear a postmark giving name of post-office, name or abbreviation of the State, or name of railway post-office, and, on first-class matter, the date of the deposit. All classes of correspondence addressed to foreign countries must be impressed at the mailing office with a stamp indicating the office of origin and date of posting. No offices are exempt from the requirements of this section.

The Department furnishes metal postmarking stamps. The use of rubber stamps is prohibited, as the ink furnished by the Department can not be used with them.

The willful impression on any mail matter of a postmark bearing any other date than that on which such matter is deposited, whether for purpose of fraud or deception, or to conceal a delay or detention of mail matter or any other official error or delinquency, will in all cases subject the offender to dismissal from the service.

Sec. 474. Impressions to be Taken of the Postmarking Stamp.—The figures of the stamp must be carefully adjusted at the beginning of each day; and then a clear impression must be made in a book specially provided for the purpose, so as to afford evidence of the discharge of this duty. Special care must be taken not to omit the Sunday impression of the stamp if the office be open on that day. If the stamp is fitted with letters and figures indicating the hour at which any letter arrives or is dispatched, care must be taken to change them punctually at the appointed periods. If this duty is neglected the postmaster is liable to be charged with a delay which has not occurred at his post-office. An impression must be made in the book provided of every change made throughout the day, and each impression should be taken immediately after change is made either in the date or hour. This book or record must be kept two years, after which period it may be sold as waste paper.

Sec. 475. How to Secure Legible Stamping.—The impression of every official stamp should be perfect; so made that each letter and figure of the stamp may be distinct. To effect this the stamp must be kept perfectly clean, which may be done by brushing it with a brush slightly wetted and dipped in powdered potash or soda. The type, after use must be cleaned before being replaced in the box. The stamp should be held firmly in the hand and struck upon the letter with a light, sharp blow, care being taken not to let the stamp fall upon the impression made at another post-office, or upon any portion of the address. The postmarking ink furnished to postmasters must be used in postmarking. (See section 422.)

Sec. 476. Matter with Canceled or Improper Stamps.—When matter bearing previously-used stamps is deposited for mailing (except in authorized cases for forwarding as prescribed in section 519) and the postmasters can identify the person so attempting to use them without violating the seal of the matter, he should bring the case to the notice of the Chief Post-Office Inspector. If the person mailing it can not be identified the matter should be treated as "held for postage." (See section 480.) Mail matter bearing stamps other than postage stamps or bearing stamps cut from stamped envelopes, newspaper wrappers or postal cards, should be treated as "held for postage." Mutilated stamps, fractional parts of postage stamps, postage-due stamps, or newspaper and periodical stamps (except as to second-class matter as authorized in section 331) can not be recognized or counted in prepayment of postage. When stamps are so fixed that one overlies another concealing part of its surface, the stamp thus covered will not be taken into account in prepayment.

Sec. 477. Matter in Bad Order.—Mail matter of the first class deposited in or received at any post-office unsealed, or in a mutilated or otherwise bad condition, must be stamped or marked with the words "RECEIVED UNSEALED" or "RECEIVED IN BAD ORDER," as the case may be, and *be resealed* before being forwarded or delivered.

AT MAILING OFFICES—UNMAILABLE MATTER.

Sec. 478. Unpaid Letters.—All domestic letters deposited in any post-office for mailing, on which the postage is wholly unpaid or paid less than one full rate as required by law, except letters lawfully free, and duly certified letters of soldiers, sailors, and marines in the service of the United States, shall be sent by the postmaster to the Dead Letter Office in Washington. (R. S., first part of § 3937.) (See section 275.)

Sec. 479. Weight of Matter.—When matter is received for mailing, its weight should be ascertained and postage thereon rated up. The weight at time of mailing determines the postage, as mail matter, from various causes, frequently diminishes in weight during transit. If it be insufficiently paid first-class matter and one full rate shall have been paid, the postmaster will stamp the amount of postage due on it and dispatch the same. For treatment of other deficient matter, see next section.

Sec. 480. Treatment of Unpaid Matter Deposited for Mailing.—When a letter wholly unpaid or prepaid at less than one full rate (2 cents), or any second or third class matter of obvious value, such as magazines, pictorials, music, pictures, photographs, books, or pamphlets likely to be of use or value to the addressee, or any parcel of fourth-class matter, not fully prepaid but otherwise mailable, shall be deposited in any post-office for delivery in the United States it will be treated as herein directed, namely:

1. It must be postmarked with date of receipt, rated up, and amount of deficient postage noted thereon.

2. If it bear the card or address of the sender, or he be known to, or conveniently ascertainable by, the postmaster, the letter or package will at once be returned to him for proper postage, if he be within the delivery of the office.

3. If the sender thereupon pays the postage the stamps will be affixed, if not done by him, and the matter dispatched.

4. If the sender be not known or conveniently ascertainable, the matter on receipt will be indorsed "HELD FOR POSTAGE," the addressee notified by next mail, by an official postal card (Form 1543) or otherwise, of the detention and amount of postage required, and requested to remit the same.

5. It should then be held awaiting reply, not longer than two weeks. (See exception in Par. 7 of this section.) If within that time the required postage is received from the addressee the required amount of stamps will be affixed to the matter so as to cover a portion of the words, "HELD FOR POSTAGE," and the matter dispatched.

6. If the sender shall pay the postage, after dispatch of notice to addressee, the matter will be indorsed, "POSTAGE SUBSEQUENTLY PAID BY WRITER," stamps affixed, and the matter dispatched.

7. If no reply remitting the proper postage shall have been received from the addressee at the expiration of two weeks from the date of mailing of the notice, and prepayment shall not have been made, the matter will be marked "UNCLAIMED" and sent to the Dead-Letter Office, in the manner directed by section 564.

As to the treatment of FOREIGN MAIL MATTER UNPAID, see sections 575 and 577. As to matter WITHOUT VALUE, see section 555.

Exception.—Letters and other mail matter directed to places so remote from the mailing office that the notice can not be returned by the addressee within two weeks may be held not longer than four weeks.

NOTE.—Unpaid matter addressed to a foreign country, where prepayment of postage is required, will be sent to the Dead-Letter Office at once, if the name of the sender is unknown. Notice of detention for postage must not be sent to addressee in such cases.

8. *Delivery of insufficiently prepaid mail at free-delivery offices.*—At any letter carrier post-office, when matter is deposited addressed to persons within the delivery of such office whose street and number are known or readily ascertained by the postmaster, and upon which the postage is inadvertently wholly unpaid or paid less than the amount required by law, the sender being unknown, the notice of detention (Form 1543) shall not be sent, but such matter shall be presented to the addressee by the carrier, and the deficient postage collected on delivery by means of postage-due stamps affixed to the letter or parcel. If the addressee refuses to pay the postage and receive the letter or parcel, it shall be sent to the Dead-Letter Office as other refused matter.

9. *Special-delivery letters without proper postage.*—Whenever any special-delivery letter bearing only a special-delivery stamp and an insufficient amount of postage stamps to pay the legal postage, is deposited for mailing at any post-office in the United States, the postmaster shall not retain it, but shall rate it up with the amount of deficient postage and transmit it at once to the office of destination, where the postage shall be collected by means of postage-due stamps, in the same manner as other deficient postage is collected.

This rule applies to local (drop) special-delivery letters, to letters addressed to Canada and Mexico, as well as to those which are to be transmitted from one post-office to another in the United States.

Sec. 481. Misdirected Matter—Addresses not to be Changed.—Postmasters and others in the postal service must not change the address upon mail matter in the mails or post-offices, except as may be necessary to forward it from one office to another or upon proper authorization to correct an address. (See section 519.)

Misdirected matter (see section 485) should be returned to the sender, if he be known, with the words stamped or written thereon, "RETURNED FOR BETTER DIRECTION." (See section 502.) And the sender should be informed of the proper post-office address to be given, if it be known

at the mailing office; if not, the sender should be advised to apply to the division superintendent.

If the sender is unknown and the proper address can not be supplied, as provided in section 482, then the matter should be sent to the Dead Letter Office as unmailable.

Sec. 482. Use of the Street Directory.—The Street Directory is furnished to postmasters at free-delivery offices for use in perfecting the address of such letters, parcels, etc., as may reach their offices, although manifestly intended for delivery elsewhere. They are authorized to forward all mail matter so missent to their offices, which, by the aid of this and other reliable books of reference, they are *reasonably certain* can be delivered at another office.

Each piece of mail matter so treated must bear the impression of the post-marking stamp of the office treating the same with its current date below or following the words "deficiency in address supplied by," or some other stamp or indorsement giving like information.

When such mail—which has been treated and forwarded as above provided for—is received from another post-office and the postmaster at the receiving office fails to deliver the same, he will stamp it "misdirected" and include it with his next regular return of unmailable matter to the Dead Letter Office. *In no case will such an article of mail matter be returned to the forwarding office or sent to a new destination unless the postmaster has a proper forwarding order from the addressee.* (See section 520.)

Sec. 483. Postmasters Responsible for Admission of Matter.—Postmasters are required to exclude from the mails all unmailable matter; but they are specially warned that they have no right to detain first-class matter upon the mere suspicion that it contains anything forbidden to be sent in the mails.

When matter manifestly obscene, or circulars concerning lotteries, are deposited for mailing, the postmaster should withdraw them, and send them with a full statement of the facts within his knowledge to the Dead-Letter Office. He will make like disposal and statement when he believes any article, publication, print, or writing to be mailed contrary to the statutes contained in sections 333 and 331, and await instructions.

Great care must be exercised respecting the admission of articles of the fourth class. When offered for mailing under the provisions of sections 321 and 322, postmasters will carefully examine them, and not admit them unless the conditions of admission have been fully complied with. In case of doubt the matter should be referred to the General Superintendent of Railway Mail Service. (See section 888.)

Sec. 484. Disposal of Destructive Unmailable Matter.—Postmasters receiving any article of destructive mail matter from any railway post-office or finding it deposited in their own post-offices, must not send the same to the Dead-Letter Office, but will notify the person mailing such

package, whether he live within the delivery of the post-office or not that some other means than the mail must be provided for its transpor tation. If the sender is not known, then the postmaster should notif the party addressed of the detention of the package, that it can no be transmitted in the mails, and that he must provide some other mean for its being forwarded at his own expense, outside the mails. Then, i such packages are not taken from his office by or for either the sende or addressee within thirty days, the postmaster should report the fact to the Superintendent of the Dead-Letter Office, and await instru tions from him.

Sec. 485. What Matter to be Sent to the Dead-Letter Office.—The follow ing unmailable matter will be sent from the office where it is deposite for mailing to the Dead-Letter Office, namely:

1. "*Held for postage*" matter which can not be returned to sende and has not been prepaid by addressee, as required by section 480.

2. *Misdirected matter* which can not be dispatched to the addresse nor returned to sender, as directed in section 481.

3. *Excess of weight and size of matter*, or those packages of domesti matter which exceed the weight limited by law.

4. *Obscene matter* declared nonmailable by section 333.

5. *Lottery circulars* forbidden to be sent in the mails by section 331

6. *Mutilated or damaged matter*, or that which when deposited in th post-office is, or before dispatch may become, so damaged that it can no be forwarded to destination, and can not be returned to the sende

As to FOREIGN MATTER, see sections 387 and 577.

Sec. 486. When to be Sent to Dead-Letter Office.—Unmailable matte will be sent to the Dead-Letter Office from the office where offered fo mailing, in connection with other unmailable matter, at the period prescribed in section 565.

AT MAILING OFFICES—WITHDRAWAL OF MAIL MATTER.

Sec. 487. Before Dispatch.—After mailable matter has been deposite in the post-office it can not be withdrawn except by the writer therec or sender, or, in case of a minor child, the parent or guardian dul authorized to control the correspondence of the writer. The utmos care must be taken to ascertain that the person desiring to withdra the matter is the person entitled to do so. If necessary the postmaste should require the applicant to exhibit a written address in the sam hand as that upon the letter and such description of the letter or art cle mailed, or other evidence, as will identify the same and satisfy th postmaster that the applicant is entitled to withdraw it.

The postmaster acts at his peril in permitting such withdrawal, an would be liable, however honest his intentions, were he to deliver it t an impostor or one not entitled to it. He should in no case delay mail or retard the business of his office in order to search for a lette desired to be withdrawn.

Sec. 488. Letters with Stamps Canceled not to be sent to postal car outside the mails.—After canceling the stamps upon a letter the postmaster must not return it to the person mailing it for him to take it to a railway post-office. If received too late to put in the locked pouch, the postmaster or his assistant or sworn clerk may, after cancellation and postmarking, take it to the postal car. The railway postal clerk may receive it from such postmaster, assistant, or clerk, but is forbidden to receive outside of the pouch such canceled letter from any other person. (See section 969.)

Sec. 489. Withdrawal by Sender after Dispatch.—After a letter has passed from the mailing post office the delivery of the same may be prevented and its return to the writer secured, by an application by the writer to the postmaster at the office of mailing, stating reasons therefor, identifying the letter and supporting such application with sufficient proof in writing. Upon such application and evidence, and upon a deposit being made by the writer of a sum sufficient to cover all expenses incurred, the postmaster shall telegraph a request for the return of such letter to his office, if it has been forwarded, to the postmaster at the office of address, carefully describing the same, so as to identify it and prevent the return of any other matter. On receipt of such request the postmaster at the office of address shall return such letter to the mailing postmaster in a penalty envelope, who will deliver it to the writer upon payment of all expenses and of letter rate of postage on the matter returned, on the envelope of which postage-due stamps of the proper value must be placed and canceled, and upon the prepayment also of a registered parcel, addressed to the First Assistant Postmaster-General, Division of Correspondence, in which the postmaster shall inclose and transmit the application of the writer and all proofs submitted by him, together with the writer's receipt for it, and the envelope of the returned letter. The following form may be used in making application for withdrawal of mail matter after dispatch:

——— ——, 189–.

Postmaster, ——— ———,

Please recall and deliver to myself or bearer a letter deposited in ——— ——— on or about ——, ——— ——, 189–, addressed to ——— ———, and described as follows: ——, and in the same handwriting as this application, and which was written by me or by my authority, and which I do not desire delivered to the addressee for the following reasons: ——— ———.

It is hereby agreed that if the letter is returned to me, I will protect you from any and all claims made against you for such return, and will fully indemnify you for any loss you may sustain by reason of such action, and I herewith deposit $— to cover all expenses incurred, and will deliver you the envelope of the letter returned.

[Name.] ——— ———.

[Address.] ——— ———.

[Receipt.] Received ——— ——, 189–, of the postmaster, the above described piece of mail matter for account of the sender.

[Name.] ——— ———.

Witness: [Name.] ——— ———. [Address.] ——— ———.

AT MAILING OFFICES—DISTRIBUTION AND DISPATCH OF MAILS.

Sec. 490. General Directions.—At offices where a superintendent of mails is not employed, postmasters will be governed in the distribution and dispatch of mails—except foreign mails outward from exchange offices, which are under the control of the Superintendent of Foreign Mails—by the orders received from the General Superintendent of Railway Mail Service, or from the division superintendent acting under him in whose jurisdiction the post-office may be. In the absence of other instructions, every postmaster whose post-office is situated upon a railroad, will mail all matter direct to the cars, unless it be addressed to post-offices directly connected with his own by star or steamboats routes. Postmasters at other post-offices will mail to the nearest post-office upon a railroad all matter which can not be sent direct to its destination by star or steamboat route.

Sec. 491. Distribution of Mails by Schemes.—Postmasters will carefully distribute and make up mails by the official schemes which may be furnished them, and will conform to any changes that may be made in the same by the superintendent of the division, and will make up and exchange only such pouches as he may order. But the division superintent may except any post-office from this requirement.

No change in distribution or dispatch must be made without first obtaining authority from the proper division superintendent of Railway Mail Service, except in cases of emergency; and in all such cases an immediate report, giving the reasons for such change, must be made to the division superintendent.

Sec. 492. Distribution of Mail by States, etc.—A distribution or separation should be made only of such mail for States or portions of States as can be advanced thereby. All mail for States of which no distribution is made must be made up "by States," and facing slips used in accordance with section 499; that is, letter and circular mail for each State must be made up in packages, and newspaper mail in canvas sacks by itself, and the name of the State marked on the slip covering the package or tag attached to the sack.

Where there is not sufficient mail to justify making it up by States, then it may be put all in one package, addressed with the name of the railway (or steamboat) office in whose pouch it is dispatched, adding "State of———," to indicate that it contains other than local mail.

Sec. 493. Local Mail for Railroad and Steamboat Lines.—Mail to be dispatched to local post-offices on railroad or steamboat lines should be made up in packages addressed to the proper railway or steamboat office, and containing only the local mail supplied by that line, as given in the official schemes. Post-offices on railroad lines in making up local mail for such lines, will make for each line two packages, one for the train going each way, and address the packages thus: "——— R. P. O. EAST" (WEST, NORTH, or SOUTH, as the case may be).

Sec. 494. **Letters for Delivery and Distribution in Separate Packages.**—Letter and circular mail for delivery and mail for distribution at a post-office must always be made up in separate packages.

Sec. 495. **Direct Packages.**—Making a direct package is placing all letters for one post-office in a package by themselves, all faced one way, with a plainly-addressed letter on the outside, and a facing slip, bearing the postmark of the office and the name or number of the person making up the package, on the back of the same, faced out. This applies as well to offices using printed slips as to those that do not.

Sec. 496. **Direct Packages for Horse Routes.**—In making up mail to be dispatched by a horse or stage route, a direct package should be tied out for each post-office, including the last one, on such route, so as to facilitate the handling at intermediate offices. Mail to be dispatched from an office on such route on and beyond the last post-office thereon should, as far as possible, be made up "by States," or, if not sufficient to do so, then in one package, marking the name of the last post-office on the slip covering the same, and adding the abbreviation, "Dis.," to indicate that the package is for distribution.

Sec. 497. **No Mail to be Put in Pouch Loose or Under Straps.**—Letter and circular mail must always be properly "faced up" and tied in packages, and never placed in the pouch loose.

After pouches are closed and dispatched from a post-office, letters must not be placed under the strap or attached to the outside of the pouch. If this is done at the station, the postmaster should inform the mail messenger and have the practice discontinued. (See section 501.)

Sec. 498. **No Through Pouches by Mail Trains.**—Postmasters will make no through pouches to be dispatched by mail trains unless specially instructed to do so.

Sec. 499. **Facing Slips to be Used.**—Facing slips, bearing postmark with date and time of close or dispatch and name of person making up the same, must be placed upon each package of letters or circulars, and in each pouch or canvas sack of newspapers or on the label holder, if any, attached thereto. (For form of facing slip, see section 985.)

Sec. 500. **No Hooks on Mail Bags.**—The use of hooks in handling mail bags is forbidden.

Sec. 501. **Delivery of Mail Matter on Mail Cars by Postmasters.**—Postmasters are required to dispatch mail to railway post-offices in the lock pouches provided for that purpose, except in the case of a few late letters or postal cards, which they may deliver in person or by a sworn assistant after the postmark of the mailing office has been impressed thereon and the stamps canceled. Such postmarked and canceled letters and postal cards must not be received by the postal clerk from a mail-messenger nor from the public, as after the mail is once deposited in a post-office it can not again come into the hands of the public until its final delivery. (See sections 488 and 969.)

AT OFFICES IN TRANSIT.

Sec. 502. Missent or Unmailable Matter Inadvertently Sent and Misdirected Matter.—Misdirected, destructive, or manifestly obscene matter, which should not have been, but through inadvertence may have been, dispatched from the post-office of mailing, should be detained and withdrawn from the mails by any postmaster into whose hands the same may come in transit. But other matter which should have been detained at the office of mailing as "held for postage," "excess of weight or size," "coin," or "lottery" (see section 331), must not be stopped in transit.

Misdirected matter of the first class, if it bear the card or request of the sender, should be withdrawn and returned to him with the words written or stamped thereon, "RETURNED FOR BETTER DIRECTION." (See section 481.)

Missent matter, or that which is plainly addressed, but sent in the wrong direction, should, when discovered, be placed in the first mail going in the proper direction.

The postmaster will also carefully examine the addresses of all mail matter received and select therefrom any that may be found directed to other post-offices of the same name in other States, or which have in any manner been missent to his office for delivery, and will at once plainly stamp or mark such matter with the word "missent," also with the postmark of his office, and forward it by next mail to its destination.

Sec. 503. Mail Stopping Over Night.—When the mail stops over night where there is a post-office, it must be kept in the post-office, except at points where transfer clerks are on duty during the night in charge of such mail, or where otherwise ordered by the Department.

For time allowed in opening mail, see section 465.

Sec. 504. Postage-due Matter not to be Stopped, etc.—Postage-due matter must not be stopped or rated up at intermediate offices in transit. The duties in respect to it omitted by the mailing postmaster are to be performed by the postmaster at the office of address.

Sec. 505. Uncanceled Stamps not to be Canceled.—Matter dispatched from a post-office, on which the stamps were not properly canceled, is not to be stopped in transit nor the stamps thereon canceled at any office but that of destination. The statute makes it the duty of the postmaster at the office of delivery to deface them and report the delinquent postmaster. (See sec. 471.)

AT RECEIVING OFFICES—OPENING OF MAILS.

Sec. 506. Opening Pouches.—Upon the arrival of the mail at any post-office, the mail sacks and pouches addressed to that office, and none other, should be opened, first being examined to ascertain if they were properly locked, and are not cut or torn so that mail matter could have

been lost or abstracted therefrom. Upon being emptied the pouch or sack should be carefully examined to see that no mail matter is left therein.

As to procedure when lock or key is defective and pouch can not be opened, see sections 859 and 860.

As to registered matter, see chapter thirty-five.

Sec. 507. Errors in Distribution or Making up; Receipt or Dispatch of Mail, how Noted and Reported.—On opening and assorting the mail the postmaster or clerk will examine it for errors in distribution and making up, which will be noted upon the address slip and reported to the division superintendent as follows:

1. All errors found in the distribution of any package of letters or in any sack of newspapers must be noted on the reverse side of the slip covering or inside of the same, giving the name of post-office, county, or State, if included in the superscription, adding thereto the name of the person noting the error, and postmarking with date.

2. If any package or sack arrives without slips, the division superintendent must be promptly notified of the fact, and the mailing office, if known, and the label must be sent to him with report.

3. Any irregularities in the receipt or dispatch or forwarding of any mail will also be promptly reported.

4. Any mail received at any post-office which has not been properly distributed or made up by railway postal clerks should be promptly reported, and the slips covering or received with the same should be sent with the report.

5. *a.* Missent packages should be checked on the slip that is on or in the package, as follows:

Missent pkg.
of.... letters,
all for .....
Jno. Smith, P. M.
[Postmark.]

and the slip should be forwarded to the superintendent with the slip label of the pouch, or the loose slip in the pouch if the pouch is not labeled. If there is no slip on the package, check on a blank slip and forward as above. If the pouch is not labeled, state that fact.

b. Misdirected packages.—Check in the same manner as a missent package, except to substitute the word "Misdirected" for "Missent," and do not forward the label of the pouch.

c. Missent or misdirected pouches and sacks should be reported as above. The labels are to be forwarded in all these cases.

Sec. 508. Disposal of Slips Received.—All slips received upon packages of letter or circular mail, or in sacks of newspaper mail, upon which errors have been noted, must be preserved and sent to the divis-

ion superintendent daily from first and second class offices, weekly from all others. All other slips may be treated as waste paper. A supply of facing slips can be obtained from the First Assistant Postmaster General (Division of Post-office Supplies) at any time. (See sections 424 and 427.)

Sec. 509. Back-Stamping.—Every postmaster, the gross receipts of whose office amount to $500 per annum, and every postmaster of a separating office, upon receipt of the mail, will immediately place the postmark of his office on the back of every letter therein received, showing the date and the hour of the day when the letter was received; and every postmaster whose office is not a separating office, and the gross receipts of which are less than $500 per annum, will immediately upon receipt of the mail, back-stamp the month, the day of the month, and the year upon the back of every letter therein received, using the postmarking stamp for that purpose. The value and importance of this practice are so great that failure to observe this rule, if continuous or repeated after notice, will be ground for removal from office.

But the above order is not intended to cover direct packages and those made up for railway post-office lines, in transit, which may be pouched and connected through post-offices.

AT RECEIVING OFFICES—DEFICIENT POSTAGE.

Sec. 510. Postmasters to Search for and Rate up.—Postmasters at the office of delivery may remove the wrappers and envelopes from mail matter not charged with letter postage, when it can be done without destroying them, for the purpose of ascertaining whether there is upon or connected with any such matter anything which would authorize or require the charge of a higher rate of postage thereon. (R. S., § 3882.)

On opening the mail the postmaster will look over the letters and packages to ascertain whether the postage thereon has been sufficiently prepaid, and will rate up the amount found to be due on all matter, not free, dispatched inadvertently without any prepayment, at double its proper rate (sections 269, 514); and on all first-class matter prepaid at one full rate, but not fully prepaid, and on all other partially but insufficiently prepaid matter, at full rates, according to its class and weight, and note in writing or stamp the amount due on each letter or parcel.

He will also carefully examine the addresses of all mail matter received, and select therefrom any that may be found directed to other post-offices of the same name in other States, or which have in any manner been missent to his office for delivery, and will at once plainly stamp or mark such matter with the words "MISSENT," also with the postmark of his office, and forward it by next mail to destination.

Sec. 511. Official Matter Deliverable at Washington.—Any part-paid letter or packet addressed to either of said Departments or Bureaus [the Executive Departments or Bureaus thereof, the Agricultural Depart

ment and Public Printer] may be delivered free; but where there is good reason to believe the omission to prepay the full postage thereon was intentional, such letter or packet shall be returned to the sender. (Act of July 5, 1884, § 3, 23 Stats., 158; fully quoted in section 368.)

NOTE.—This exemption from the payment of deficient postage on matter addressed to the Executive Departments or Bureaus thereof before delivery applies only at the Washington City post-office.

Sec. 512. Mail to the Postmaster Himself.—When insufficiently prepaid matter addressed to a postmaster reaches its destination, he may refuse to pay the additional necessary postage and take the matter out of the office, which must then be treated as "refused" matter; but if he takes the matter he must pay the deficient postage.

Sec. 513. Postage Due must be Collected and Stamps Affixed.—No mail matter shall be delivered until the postage due thereon has been paid. (R. S., § 3900.) That all mail matter of the first class upon which one full rate of postage has been prepaid shall be forwarded to its destination, charged with the unpaid rate, to be collected on delivery; but postmasters, before delivering the same, or any article of mail matter upon which prepayment in full has not been made, shall affix, or cause to be affixed, and canceled, as ordinary stamps are canceled, one or more stamps equivalent in value to the amount of postage due on such article of mail matter, which stamp shall be of such special design and denomination as the Postmaster-General may prescribe, and which shall in no case be sold by any postmaster nor received by him in prepayment of postage. That, in lieu of the commission now allowed to postmasters at offices of the fourth class upon the amount of unpaid letter postage collected, such postmaster shall receive a commission upon the amount of such special stamps so canceled, the same as now allowed upon postage stamps, stamped envelopes, postal cards, and newspaper and periodical stamps canceled as postages on matter actually mailed at their offices: *Provided*, That the Postmaster-General may, in his discretion, prescribe instead such regulation therefor at the offices where free delivery is established as, in his judgment, the good of the service may require. (Act of March 3, 1879, § 26, 20 Stats., 361.)

That any postmaster or other person engaged in the postal service who shall collect, and fail to account for, the postage due upon any article of mail matter which he may deliver, without having previously affixed and canceled such special stamps, as hereinbefore provided, or who shall fail to affix such stamp, shall be deemed guilty of a misdemeanor, and, on conviction thereof, shall be punished by a fine of fifty dollars. (Act of March 3, 1879, § 27, 20 Stats., 362.)

NOTE.—The requirement of the statute is that postage-due stamps shall be affixed on all matter of whatever character on which postage is due, including ship letters, foreign letters, advertised letters, all over-weight matter, and all matter rated below its proper class, notwithstanding the mailing postmaster has failed to charge it.

Sec. 514. Collection of Double Postage.—Double rate should, under the statute (section 269), be charged only on matter reaching its destination with no evidence of any prepayment whatever. A drop letter deposited in an office without prepayment of postage is not subject to double rates. When it is apparent from the envelope or wrapper that a stamp has been on it and has been wholly or partially lost off, the postmaster may assume the matter to have been prepaid. But the evidence that the stamp has been affixed must be from the blank in the impression of the canceling stamp. In such case, first-class matter will be presumed to have been prepaid one full rate only, as that would entitle it to be forwarded. Letters on which postage-due stamps, but no other, are affixed, arriving at the office of destination, must be charged double rate on delivery, as the postage upon mailing can not be paid in postage-due stamps. The mailing postmaster should in such cases be reported to the Third Assistant Postmaster-General, who will charge his accounts with such stamps.

Sec. 515. Time of Affixing Postage-Due Stamps.—At all other than free-delivery post-offices postmasters will affix the postage-due stamps when, and not until, the delivery of the matter has been requested; and hence not to matter forwarded by request of the addressees, returned to writer, or sent to the Dead-Letter Office. But at free-delivery post-offices they will be affixed on all deficient matter as soon as received; unless an order is on file for the letter to be forwarded, in which case, if practicable, it will be forwarded without affixing such stamps.

When matter arrives at a post-office with postage due thereon, and the postmaster has no postage-due stamps on hand, he will collect the amount due, and so soon as he shall obtain postage-due stamps affix the amount in such stamps to a sheet of paper, cancel, and forward the same to the Third Assistant Postmaster-General with statement of the facts.

If the postage stamps upon a registered letter or parcel do not cover the proper postage and registration fee, the receiving postmaster must proceed according to section 1106.

Sec. 516. Credit for Postage-due Stamps Affixed to Undelivered Matter at Other than Free-Delivery Post-Offices.—When the postmaster at an office other than a free-delivery office receives mail matter to which has been affixed postage-due stamp and subsequently forwarded to his office with an unpaid postage-due bill, he will immediately detach such postage due bill and return it to the issuing postmaster with the proper amount of uncanceled postage-due stamps. Upon the delivery of the matter he will collect the proper postage and thus reimburse himself for the postage-due stamps returned to the forwarding office. If, however, the matter fails of delivery, he will obtain the proper credit for the postage due stamps by sending such matter to the Dead-Letter Office with a special claim for the amount of due stamps affixed. The claim will be verified, and if correct a certificate of credit will be returned to the post-

master, who will obtain credit for the amount in his quarterly postal account, if the claim be made therein under item "D" and the certificate inclosed as a voucher for the same.

NOTE.—When this undelivered postage-due forwarded matter is sent to the Dead-Letter Office it should form a part of the regular weekly or monthly return of unclaimed matter, but the portion having due stamps affixed should be tied in one package, and, with a written statement of the amount due, be inclosed in a separate wrapper or envelope, plainly marked on the outside "POSTAGE-DUE MATTER."

Sec. 517. Credit for Postage Stamps Affixed to Undelivered Matter at Free-Delivery Offices.—When at free-delivery offices postage-due stamps have been affixed to refused, unclaimed, or other undelivered matter, credit must be claimed therefor, when sent to the Dead-Letter Office, on the dead-letter bill for "postage-due stamps canceled on undelivered mail matter." When returned to writer, or forwarded to another post-office within the United States, a numbered postage-due bill, stating amount due and name of person from whom it is to be collected, must be attached to and sent with the letter. The postmaster receiving the same must detach the bill and return it by next mail with amount of uncanceled postage-due stamps inclosed to the postmaster issuing the bill, who, in case of failure to get a return of bill and stamps within a reasonable time, may obtain proper credit and expose the delinquent postmaster by making a duplicate bill from the stub of the original, attaching it to and incorporating it with his regular dead-letter bill, indorsing in the blank space at the end, "DUPLICATE; ORIGINAL NOT RETURNED," or "ORIGINAL RETURNED WITHOUT STAMPS."

In forwarding to foreign countries mail matter on which postage-due stamps have been canceled, the original bill, indorsed "FOREIGN LETTER FORWARDED," should be attached to and sent with the dead-letter bill. (See sec. 564.)

Sec. 518. First-class Rate on Matter Closed Against Inspection Can not be Remitted, as the statute forbids its delivery at less rate than for matter of the first-class. (See sec. 328.) If the addressee feels aggrieved at such charge, he may deposit the deficient postage and require the package to be sent unopened to the Third Assistant Postmaster-General for his decision whether it be so wrapped as to require it to be rated as first-class matter; and the postmaster shall promptly transmit it accordingly, under penalty envelope, with proper letter of advice. The postmaster must give the claimant a receipt for his deposit; the receipt to be returned to him on the delivery of the article, if his decision be confirmed.

FORWARDING MAIL MATTER.

Sec. 519. Prepaid Matter to be Forwarded.—Prepaid letters shall be forwarded from one post-office to another, at the request of the party addressed, without additional charge for postage. (R. S., § 3940.)

1. The matter to be forwarded at request of addressee without addi-

tional charge for postage, includes letters prepaid at one full rate (two cents), parcels prepaid at first-class rates, postal cards, official matter, and free county publications (within the county of publication); and all articles mailed in foreign countries embraced in the Universal Postal Union.

2. Other mail matter, whenever forwarded, must be charged with additional postage at the rate at which it was originally mailed with the rate noted thereon, thus: "POSTAGE DUE FOR FORWARDING, ——— CENTS," unless the addressee or some one for him prepay the postage required for forwarding; in which case the necessary stamps will be affixed and canceled. At the office of destination, the matter will be treated as deficient matter unless the postage for forwarding has been prepaid. Matter other than that of the first-class is subject to additional postage charge for *each time* it is forwarded.

3. Requests to forward given by any other person than the addressee, or his lawful agent, or the person in whose care the matter is addressed, will be disregarded; the husband of an addressee will be presumed her agent when she has not directed her mail to be withheld from his control.

4. A general request to forward matter should be observed until revoked.

5. The direction may be changed and matter reforwarded upon request as many times as may be necessary to reach the addressee.

6. Matter entitled thereto should be promptly forwarded in the next mail. (As to special-delivery matter, see section 663.)

7. Penalty envelopes must not be used to forward letters; but if there be insufficient space to write correction of address, a piece of paper should be attached for the purpose.

As to forwarding registered matter, see sections 1103 and 1105.

Sec. 520. Erroneously Addressed or Delivered Matter, etc.; when to be Forwaded.—When any article of mail matter has been erroneously delivered, it may, on being returned to the post-office, be forwarded upon due request, as if it had not passed from the post office. Any matter proper to be forwarded free, addressed to the care of another, and returned by him redirected, may be forwarded in like manner. Matter which has been opened inadvertently upon misdelivery may be forwarded. As postal cars, mail apartments in cars and steamboats, are designated as post-offices, a deposit in such car or apartment, at the post-office originally addressed, of unopened letters properly readdressed for forwarding, is permissible; and the deposit in a letter-box established by the Department, is equivalent to a deposit in the post-office.

The postmaster will correct and forward to its known destination any matter of the first and second classes which comes to his office through obvious mistake of the sender in addressing it, but should not guess at the destination, nor forward it on trial. If sure that it can be delivered from the office to which he sends it, he will postmark it and indorse:

"DEFICIENCY IN ADDRESS SUPPLIED BY" (name of forwarding office). (See Sec. 482.)

Sec. 521. Letters under Cover to Postmasters.—Postmasters will forward all first-class matter on which one full rate of postage is prepaid which may reach them under cover from any other post-office with or without request to mail the same. Before forwarding, they should cancel the stamps and indorse in writing or stamp on such matter the following: "RECEIVED AT ——— ———, UNDER COVER FROM THE POST-OFFICE AT ——— ———."

DELIVERY OF ORDINARY MAIL MATTER.

Sec. 522. Must be from Post-Offices.—Mail matter must be delivered from post-offices. Railway postal clerks will not, in any case, deliver matter to the persons addressed. It must be sent to and delivered at the office of address. The exceptions to this rule are the following:

1. Matter addressed to a discontinued office may be delivered from the nearest office thereto.

2. When a letter from a foreign country arrives, not in a closed mail, directed to a post-office other than that at the port of arrival, and the person addressed so specially desires, the postmaster at the port of arrival may deliver him the letter upon being satisfied of his identity.

3. Any ambassador or other diplomatic representative of a foreign government may, on his request, personally receive his mail matter from any post-office through which it may be passing, the postmaster being sure of his identity.

4. A postmaster at whose office mail matter in transit is lying delayed by floods or other casualties which have made the mail route impassable, may deliver matter to the parties addressed, upon their personal or written application and sure identification.

5. Railway postal clerks may deliver to any post-office inspector, who may enter their postal cars, any mail matter addressed to such inspector, when assured of his indentity by inspecting his commission.

Sec. 523. General Directions for Delivery.—The following general directions are given for the delivery of mail matter:

1. The delivery in each case should be to the person addressed or according to his order. Such order may be implied in some cases, as where the addressee is in the habit of sending for or receiving his mail through his clerk, servant, agent, or some member of his family, and recognizing or acquiescing in such delivery.

2. When a person requests delivery to him of the mail of another, claiming that the addressee has verbally given him authority to receive it, the postmaster, if he doubts the authority, may require it to be in writing, signed and filed in his office.

3. When in doubt as to the identity of the addressee the postmaster may require proof, and should exercise great care, especially where the

matter appears to be of value, to make proper delivery, as he is in peril of liability for damages to the proper party if he misdeliver.

4. Where two or more persons of the same name receive mail at the same office the postmaster should advise them to adopt some address or means by which their mail may be distinguished. He will deliver according to his best judgment, and will not return it to the mailing office for better description of the addressee until, after inquiry, he is unable to determine to whom it should be delivered.

5. Mail matter addressed to a person in care of another should be delivered to the addressee, if he so direct, rather than to the person to whose care it is addressed. In the absence of such direction, it should be delivered to the first of the two persons who may call for it.

6. Mail matter addressed to several persons may be delivered to any one of them.

7. Mail matter addressed to a public official, or to an officer of a corporation, by his official title, should be delivered to the person actually holding the office designated in the address, the presumption being that the matter was intended for the officer as such, rather than the individual named. This regulation also applies to the delivery of letters addressed to persons as "agent" or "agents," when the agency is of some public matter or of the business of some corporation, but not when the agency is merely of an individual or firm.

8. Neither husband nor wife can control the delivery of correspondence addressed to the other. When so instructed, a postmaster must refuse to deliver letters to the husband which are addressed to the wife, or those to the wife which are addressed to the husband. In the absence of instructions to the contrary, the wife's letters should be placed in the husband's box, and delivered to him with his own letters, unless they be known to live separately.

9. A person engaged in a legitimate business may adopt a business name, and, when duly identified, may receive his mail, registered or ordinary, by that name, as well as by his proper name.

FOR SPECIAL RULES GOVERNING DELIVERY OF REGISTERED MATTER, see sections 1108 to 1120.

Sec. 524. Official Letters to Pensioners.—A letter from the Pension Office, in Washington, D. C., may be delivered to the person in whose care it may be addressed, as well as to the pensioner or a member of his family; but a letter addressed to a pensioner from the office of an *agent for paying pensions* must be delivered to the pensioner or some member of his family, even though addressed in the care of a third person; because such address is prohibited. A pensioner's order, verbal or written, instructing the postmaster to deliver letters to him from a pension agent, or from the Pension Office, to an attorney, claim agent, or broker, must be disregarded. If a communication from the Commissioner of Pensions, or a pension agent, addressed to a pensioner, reaches a post-office

after the pensioner has died, leaving no surviving widow or children under 16 years of age, the postmaster should return the communication to the office from which it came, or to the Commissioner of Pensions, Washington, D. C., with a statement of the fact. If there be a surviving widow, the letter should be delivered to her. If no widow, then to the guardian, if any, of the children surviving under 16 years of age.

The following precise instructions must be observed:

Letters from the *Pension Office in Washington, D. C.*, may be delivered to the pensioner himself, to a member of his family, or to any other responsible person, known to the postmaster, in whose care they may be addressed. They must not be delivered to any person (neighbor or acquaintance) except as stated below, who may call, even with the pensioner's consent, for the latter's mail.

Letters addressed to a pensioner, from the office of any *United States Pension Agent*, must be delivered *only* to the pensioner, or to a member of his family specially authorized by him to receive them, except as stated below. They must *not* be delivered to any person in whose care they may be addressed.

Letters from the office of the United States Pension Agent, addressed to a pensioner, must not be placed in the post-office box of another person for delivery.

If the pensioner has been adjudged insane or imbecile by a court, and a guardian or manager of his business has been designated by the court, all official letters for the pensioner, including those from the Pension Office and those from the offices of the United States Pension Agents, should be delivered only to said guardian or manager.

Under no circumstances must the letters of pensioners, sent from the Pension Office or from any United States Pension Agency, be delivered to any attorney, claim agent, broker, or any other person except as stated above.

The law provides that no part of the money due, or to become due, to any pensioner is liable to attachment, levy, or seizure, by or under any legal process whatever, and this applies to letters in transit containing checks and those in post-offices awaiting delivery. Postmasters are, therefore, hereby instructed to refuse the delivery of any letter, sent to a pensioner from a United States Pension Agency, to any person claiming to hold a lien thereon, or even to any marshal, sheriff, constable, or any other officer of a court (except to a guardian or manager as aforesaid) without first reporting to the Postmaster-General the fact of the demand therefor, and receiving instructions from him.

Sec. 525. **Mail Matter Addressed to Minors.**—Where minor children reside with their parents, the father, or, if he be dead, the mother generally is entitled to direct the disposition of mail matter addressed to such minors, and, unless the minors be under guardianship, may authorize another to receive mail matter addressed to them, although they be not

residing with the parent, and the postmaster should deliver accord requiring directions in writing if he deem it necessary. In the a of directions from a parent or guardian or one authorized to cont correspondence, mail matter addressed to a minor may be deliv him; and, especially if living independently, he is entitled to his correspondence. Mail matter addressed to a deceased mino up to the time of decease resided with parents or guardian, may livered to the parent or guardian; but if the minor left a husb widow, delivery may be made to him or her. When a minor is pendent upon a parent for maintenance and support and does not with a parent or guardian or with some one in whose charge h have been placed, such minor has the right to control his or her spondence.

At colleges and similar institutions, where students hav placed in charge of the principal by their parents or guardia where the rules of the institution provide that the principal shal control of the mail matter addressed to such students as are postmasters should make the delivery in accordance with the o the principal. If, however, the principal has not authority fr parent or guardian to control the mail of the children placed un care (which authority is understood by an acceptance of the rule being one) the Department can not direct the delivery to be m the principal against the wishes of the scholar.

Sec. 526. Mail Matter Addressed to Deceased Persons.—Mail mat dressed to a deceased person must be delivered to his legal repr tive; if there be none, delivery may be made to a surviving hu or widow, unless there be other claimants, in which event the master should report the facts of the case to the First Assistant master-General and await instructions. If there be no legal rep ative, surviving husband, or widow, and others claim such mail it should be sent to the Dead-Letter Office with the return of unc matter, with a statement of the facts. (See sec. 564.)

Sec. 527. Partnerships and Corporations.—

1. Mail matter addressed to a firm may be delivered to any m of it.

2. The postmaster is not required to decide disputes between bers of an existing firm as to delivery of its matter. If it has prev been through box or general delivery, he will continue to pla mail therein; if through carrier, he will instruct the carrier to the mail matter to any of the members of the firm.

3. If the firm be dissolved and contention arise, the postm action will be governed by section 528.

4. Mail matter addressed to a corporation should be delivered agent or officer conducting its correspondence or to such person authorized by the corporation to receive it.

5. Caution should be exercised to resist all attempts to secu

mail of an established house, firm, or corporation through the adoption by others of a similar name. Where disputes arise between individuals, firms, or corporations as to the use of a name or designation, the postmaster should deliver any matter addressed to a street, number, or building according to such address. When not so addressed, he will deliver matter to the firm or corporation which first adopted the name of the address at that place. When in doubt as to the firm or corporation for which any mail matter is intended, and claim therefor is disputed, the postmaster may withhold delivery and report the facts and any statements made by either claimant to the First Assistant Postmaster-General for advice.

Sec. 528. Postmaster to Require Appointment of Receiver.—When a firm or company dissolves partnership, and contention arises as to whom the mail matter addressed to the former business firm or company, or its officials, shall be delivered, the postmaster, being forbidden by one party to deliver to another, should require the appointment of a receiver, retaining all mail matter until said receiver is appointed; and if no such receiver is appointed, or no agreement between the contending parties is reached before the expiration of thirty days from the date when delivery ceased, the letters in dispute, and all that may arrive thereafter (until an agreement is made or receiver appointed), shall be sent to the Dead Letter Office marked IN DISPUTE. If, however, such letters bear card requests for their return if not delivered within a certain time, they should be returned to the sender direct at the expiration of the time named, care being taken to mark all such letters "IN DISPUTE."

Sec. 529. Delivery to Assignee or Receiver.—Upon the dissolution of a corporation its mail matter should be delivered to the receiver or legal representative charged with the duty of winding up its affairs. When the business of a firm, corporation, or individual has passed into the hands of an assignee or receiver, the mail matter addressed to such firm, corporation, or individual should be delivered to the assignee or receiver in the following cases:

1. When the instrument of assignment authorizes the assignee to receive it and a copy thereof is filed with the postmaster; or

2. When the order of the court by which such receiver was appointed directs him to receive it; or

3. When the members of the firm, officers of the corporation, or person to whom the mail is addressed consent that he shall receive it; or

4. When the firm or corporation has not resumed business under the same name, so as to have correspondence in regard to business or property which did not pass to the assignee or receiver; or

5. When the receiver has been appointed to take charge of, continue, or wind up the business of an existing corporation.

The mail matter should be delivered to the firm or person instead of the assignee or receiver—

1. When the person making the assignment has not consented or

agreed that the assignee shall receive mail matter addressed to him, the assignor, and arriving after the assignment, or when it reasonably appears that the matter does not relate to the business assigned.

2. When the firm whose business has been placed in the receiver's hands is engaged in conducting a new or other business under the former name or has subsequently acquired or has other property that does not pass into the receiver's hands. In such cases it will be presumed that the mail matter relates to the new or other business.

3. When the order of the court by which the receiver is appointed directs that the mail matter shall be delivered to the person, firm, or some officer of the corporation, instead of the receiver.

Sec. 530. Delivery according to Agreement of Parties.—When parties interested in mail matter enter into an agreement as to its delivery and instruct the postmaster as to whom he shall deliver it, he will deliver accordingly until his instructions are changed by mutual consent of the parties or until the judgment or order otherwise of a court of competent jurisdiction. He may require the instructions to be in writing.

This rule governs the case of the sale of a business. The postmaster is not required to construe the contract or determine rights, but only to comply with such plain directions as may be given by the seller, in their absence delivering to the addressee. The authority to the vendee is not revocable by the seller if there be a right to the mail in the vendee.

Sec. 531. To Fictitious Addresses.—Letters and packages addressed to fictitious persons and firms, to initials, or to no particular person or firm, unless directed to be delivered at a designated place, as a post-office box, street, and number, or to the care of a certain person or firm, within the delivery of the post-office, are undeliverable, and must be sent to the Dead-Letter Office, as prescribed by section 559, unless the envelope contain the card of the sender or a request to return, in which case the letters or packages should be returned accordingly.

Whenever a postmaster has reason to believe that a street or number, designated place, box, or address in care of another is being used by any one for conducting, under a fictitious address, correspondence forbidden circulation in the mails, he should promptly report the fact and the reason for his belief to the First Assistant Postmaster-General and await his instructions, giving notice at the same time at the place where such letters and packages have been received that, pending instructions from the Department, the claimant of such matter must call at the general delivery to receive it, where it is the duty of the postmaster to have it placed and to deliver it to the person calling for it, upon establishing his identity. (See sec. 334, act approved March 2, 1889).

Sec. 532. To Agent of Club.—Any number of citizens may employ an agent and give him a written order on the postmaster for their mail and when such order is presented to the postmaster it is his duty to deliver the mail of such parties, and also mail addressed to a person

in care of any such parties, to the named agent. When the mail is so delivered the responsibility of the postmaster ceases.

Sec. 533. To Mail Carriers, to be carried out of Mails.—Mail matter of patrons of an office may, at their request, be delivered to the mail carrier, to be carried out of the mail and handed to them on his route before he passes another post-office.

Sec. 534. Injunctions of Courts to be obeyed.—Where mail matter is claimed by different parties, and suit is instituted between them to determine their rights to it, and injunction is granted restraining either or all parties from receiving or the postmaster from making delivery to either or any party, he will obey the injunction and abide the decree of the court as to the disposal of the matter.

Sec. 535. Letters "Opened through Mistake."—Where a letter intended for one person is delivered to another of the same name and returned by him, the postmaster will reseal the letter in the presence of the person who opened it, and request him to write upon it the words "OPENED BY ME THROUGH MISTAKE," and sign his name; he will then replace the letter in the post-office. If the person who opens the letter is unable to sign his name, the postmaster will make the indorsement and have the person sign by "mark," in presence of a witness.

A letter opened by mistake must be treated until its proper delivery as though it were sealed, and postmasters must not examine the contents of such letters under any circumstances whatever, they must confine themselves to the information contained upon the envelope or wrapper.

Sec. 536. Of Second-Class Matter.—A publisher may send a package of second-class matter to one address, and the addressee may call at the post-office, write addresses on single copies, and the postmaster may then deliver them; but the packages can not be taken away from the post-office and returned again for delivery of the single copies or transmission in the mails unless postage is prepaid anew. It is not the duty of the postmaster to open a package of papers intended for a club and write the several names of the subscribers thereon; but he may do so.

Sec. 537. Of Valuable Letters from Dead-Letter Office, etc.—When dead letters containing money or other valuable matter are sent from the Dead-Letter Office to a postmaster for delivery to the owners, he will make diligent effort to deliver them to the proper party. They are inclosed to him open to enable him to identify the owner or claimant. He and his clerks must maintain the strictest secrecy as to their contents; and under no circumstances can the postmaster, or any one through whose hands such letters pass, be allowed to make any exchange for other funds of the money or matter therein contained.

If such letters containing money can not be delivered, after holding them thirty days from date of receipt, the postmaster will indorse the reason for non-delivery on the circular which accompanies each, and return them to the Dead-Letter Office duly entered on one list, giving

the Department letter, number, and book. This list must be sent i duplicate, and when verified one copy will be returned to the post-offic The package should be indorsed "DEAD REGISTERED MATTER FRO ——— [here add name of post-office], and be addressed "Dead-Lett Office, Washington, D. C."

Registered dead letters received containing money or other valuab inclosure must be registered when returned to the Dead-Letter Offic Letters containing articles of value, not money, are not to be so regi tered on return unless they were received registered. No other kin of letters must be sent in the same package. The postmaster neglec ing to register packages containing returned dead letters requirin registration will be held responsible for the contents if lost.

Dead letters containing money or other inclosures, sent from th Dead-Letter Office to a post-office for delivery, must never be forwarde to another post-office, without special permission of the Departmen but must be returned to the Dead-Letter Office with all information ol tainable as to the whereabouts of the writer or owner; nor must the be retained longer than one month, unless the Superintendent of th Dead-Letter Office specially so direct.

Dead letters without valuable inclosures, when returned from th Dead-Letter Office direct to writers, not under cover to postmaster may be forwarded to another post-office, when necessary, for deliver

Sec. 538. Unmailable Matter; when to be Delivered.—If any matter e: cluded from the mails by the preceding section [section 320] of this a except that declared nonmailable by section 3893 of the Revised Sta utes as amended [333], shall, by inadvertence, reach the office of destin tion, the same shall be delivered in accordance with its address: *Pr vided*, That the party addressed shall furnish the name and address the sender to the postmaster at the office of delivery, who shall imm diately report the facts to the Postmaster-General. If the perso addressed refuse to give the required information, the postmaster sha hold the package subject to the order of the Postmaster-General. A matter declared nonmailable by section 3893 of the Revised Statut as amended, which shall reach the office of delivery, shall be held b the postmaster at said office subject to the order of the Postmaste General. (Act of March 3, 1879, § 21, 20 Stats., 360.)

The matter so required to be delivered is the following:

1. Matter in its form and nature liable to destroy, deface, or othe wise damage the contents of the mail bag, or harm the person of an one engaged in the postal service.

2. Matter in excess of lawful weight, postage being paid for its ful weight.

But the postmaster should report the facts, date, and office of mailing, in both cases, to the First Assistant Postmaster-General.

The matter declared nonmailable by Revised Statutes, sections 3893, as amended, and 3894, and not deliverable, is:

1. Every obscene, lewd, or lascivious book, pamphlet, picture, paper, writing, print, or other publication of an indecent character.

2. Every article or thing designed or intended for the prevention of conception or procuring an abortion.

3. Every article or thing intended or adapted for any indecent or immoral use.

4. Every written or printed card, circular, book, pamphlet, advertisement, or notice of any kind giving information, directly or indirectly, where, or how, or of whom, or by what means, any of the hereinbefore mentioned matters, articles, or things may be obtained or made.

5. Every letter upon the envelope of which or postal card upon which indecent, lewd, obscene, or lascivious delineations, epithets, terms, or language may be written or printed. (See section 333.)

6. Matter appertaining to lotteries, gift concerts, or fraudulent schemes or devices.

The regulation for the disposal of undeliverable unmailable matter is given in sections 386, 484, 485, 486, 502, and 564.

For INSTRUCTIONS AS TO DELIVERY BY CARRIERS, see sections 614 to 628.

ADVERTISEMENT OF NONDELIVERED LETTERS, ETC.

Sec. 539. How to be Advertised.—The Postmaster-General may direct the publication of the list of nondelivered letters at any post-office by a written list posted in some public place, or, when he shall deem it for the public interest, he may direct the publication of such list in the daily or weekly newspaper regularly published within the post-office delivery which has the largest circulation within such delivery; and where no daily paper is published within the post-office delivery, such list may be published in the daily newspaper of any adjoining delivery having the largest circulation within the delivery of the post-office publishing the list; and in case of dispute as to the circulation of competing newspapers, the postmaster shall receive evidence and decide upon the fact. Such list shall be published as frequently as the Postmaster-General may deem proper, but not oftener than once a week. (R. S., § 3930.)

Sec. 540. Advertising Foreign Letters.—The list of non-delivered letters addressed to foreign-born persons may be published in a newspaper printed in the language most used by them, which shall be selected in the manner prescribed in the preceding section. (R. S., § 3931.)

Sec. 541. Pay for Advertising.—The compensation for publishing the list of nondelivered letters shall in no case exceed 1 cent for each letter so published. (R. S., § 3934.)

No expense must be incurred for such advertising, unless first specially authorized by the Department.

Sec. 542. Gratuitous Advertisements.—If the publisher of any newspaper offer to publish such advertised list gratuitously, the postmaster must

furnish a copy for the purpose on the days when lists are given out for advertising; and if more than one publisher offer, a copy must be furnished to each simultaneously.

Sec. 543. Posting List of Advertised Letters.—Every postmaster shall post, in a conspicuous place in his office, a copy of each list of nondelivered letters immediately after its publication. (R. S., § 3933.)

Sec. 544. Manner of Posting Lists.—The posting of the advertisement must be by placing one or more printed or manuscript lists of the names of the persons to whom such matter is addressed, the names to be arranged alphabetically, and, when in considerable number, the names of ladies and gentlemen to be in separate lists. Third and fourth class matter should be in a separate list from the letters, with appropriate headings. Care should be taken that the names as given in the lists correspond precisely with the addresses.

Sec. 545. When to Advertise.—At post-offices of the fourth class matter should be advertised monthly and as near the first day of the month as practicable; at all other post-offices, weekly, and when practicable on the first day of the week, but no matter should be included in the advertised list unless the same has remained on call in the office at least one week before advertising.

Sec. 546. What to be Advertised.—All unclaimed matter of the first class, including letters and other matter returned from the Dead-Letter Office direct to the sender, and valuable matter of the third and fourth class, should be included in the advertisement, except registered matter, refused matter, fictitious matter, card and request matter, matter addressed to persons who call regularly at the post-office or which the postmaster has special reason to believe will be called for, matter indorsed, "To be held until called for," "*Poste restante*," or similar directions, and matter which the addressee has requested to be retained. Such matter held on request should be marked, "Specially held for delivery," and may be retained for a period not to exceed ninety days except by special permission from the Department.

Sec. 547. Charge on Advertised Letters.—All letters published as nondelivered shall be charged with one cent in addition to the regular postage, to be accounted for as part of the postal revenue. (R. S., § 3935.)

Sec. 548. Advertised Matter to be so Marked.—Every letter or parcel advertised must have plainly written or stamped upon the address side the word "ADVERTISED," together with the date of advertising.

CAUTION.—Great care must be taken at all times in postmarking or indorsing mail matter not to deface the original address.

RETURN OF UNCLAIMED MATTER.

Sec. 549. Request Matter.—When the writer of any letter on which the postage is prepaid shall indorse upon the outside thereof his name and address, such letter shall not be advertised, but after remaining un-

called for at the office to which it is directed thirty days, or the time the writer may direct, shall be returned to him without additional charge for postage, and if not then delivered shall be treated as a dead letter. (R. S., § 3939.)

Sec. 550. The Time for Return of Request Matter.—The sender has the right by a subsequent written direction to the postmaster at the office of destination to lengthen or shorten the time originally named on the envelope, after which the letter, if not delivered, shall be returned to him, but it must remain for delivery at least three days; and postmasters must obey such written authority, and return as directed, without additional charge for postage. When the addressee has given general direction to hold his letters until called for, and they are not called for within the time limited in the return request, they should be returned to the sender in accordance with the request.

Sec. 551. Card and Official Matter.—Whenever any unclaimed matter of the first class bears the name and address of the sender, as post-office box, number and street, etc., without a request that the same be returned if not delivered, such matter is called "Card matter," and must not be advertised, but must be returned to sender at the expiration of thirty days from the date of its arrival at the post-office of destination. All such matter originating in Canada or Mexico will be treated as herein directed.

2. All official matter sent under penalty envelopes or labels, or the frank of Senators or Members of Congress, will be treated as card matter, and, if unclaimed, returned to the office of mailing, if known; if the post-office of origin can not be ascertained it should be returned to the post-office at Washington, D. C.

3. A request upon a drop letter for its return to the writer at some other post-office, if unclaimed, can not be respected unless it has been prepaid with one full rate (two cents) of postage.

4. Unclaimed letters bearing the card of a hotel, a school, college, or other public institution, which has evidently been printed upon the envelopes to serve as a mere advertisement, should not be returned to the place designated in the cards, *unless there is also a request therefor.* When letters bearing such special request are returned to the office of mailing, the postmaster should present them to the hotel, school, college, etc., and, if the writer or his address is unknown, they should be forwarded to the Dead Letter Office with the next return of dead letters.

5. A letter which has been opened inadvertently or upon a wrong delivery, may be returned to the writer without additional charge, when it contains a card or return request. The postmaster must not open letters to ascertain the writer.

6. Unclaimed card and request letters, prepaid one full rate, but not wholly prepaid, are to be returned to mailing office for delivery to the writer, who will be required to pay the amount originally due. If payment be refused the matter will be indorsed REFUSED and treated as such. (See section 559.)

7. All request, card, or official matter of any class returned to sender must bear on its face the reason for such return—such as "REFUSED," "REMOVED," "PRESENT ADDRESS UNKNOWN," "DECEASED," "UNCLAIMED," "CAN NOT BE FOUND," etc., and must also, in every instance, be indorsed, returned to writer, and bear the postmark of the office from which it is returned. No article of undeliverable matter must be detained at the office to which it is addressed for a longer time than that named in the return request.

Sec. 552. Single Unclaimed Postal Cards, wholly or partly in writing, will be sent to the Dead Letter Office with the regular returns of unclaimed matter. (See section 555.)

Double postal cards, when unclaimed, will be returned to sender when the address of the sender can be ascertained; otherwise they will be sent to the Dead Letter Office. Care must be taken in indorsing and returning double cards, not to deface or destroy the unused half.

Sec. 553. Return of Other than First-Class Matter.—All matter other than first class may be returned, but is subject to an additional charge for postage for returning the same. When the sender of matter which would be subject to return postage shall, by indorsement upon the wrapper or otherwise, request its return, postmasters will comply with such request within the time fixed by the sender—if no time is fixed, then at the end of thirty days—first charging such matter, however, with the necessary return postage, and indorse the same "RETURN POSTAGE DUE ——— CENTS;" and the postmaster at the office to which such matter is returned must affix thereto postage-due stamps sufficient to cover the return postage, and collect the same from the sender before delivering such returned matter. If the sender should refuse to pay return postage, the matter must be disposed of as "REFUSED." If the matter be unclaimed it will be treated as other unclaimed matter. If postage stamps or money sufficient to pay the return postage be furnished by the sender, the postmaster at the returning office must affix to the matter returned the necessary stamps and cancel them, the same as if the matter had been originally mailed at his office.

Refused second class matter returned at the request of the publisher must be rated at the transient or 4-ounce rate and promptly returned in accordance with the request, but not before the expiration of the time named.

UNCLAIMED SECOND-CLASS AND PRINTED MATTER.

Sec. 554. Disposal of, Authorized.—The Postmaster-General may provide by regulations for disposing of printed and mailable matter which may remain in any post-office, or in the Department, not called for by the party addressed; but if the publisher of any refused or uncalled for newspaper or other periodical shall pay the postage due thereon,

such newspaper or other periodical shall be excepted from the operation of such regulations. (R. S., § 4061.)

Sec. 555. Regulations as to Disposal.—Domestic printed matter obviously without value, including printed single postal cards, must not be sent to the Dead-Letter Office when unclaimed, except that upon which postage is due, but must be disposed of as waste paper, and the proceeds taken up and accounted for as other postal revenue. (See sec. 439.)

REFUSED SECOND-CLASS MATTER.

Sec. 556. Publisher to be notified.—Postmasters shall notify the publisher of any newspaper, or other periodical, when any subscriber shall refuse to take the same from the office, or neglect to call for it for the period of one month. (R. S., § 3885.)

Sec. 557. Notice; when and how Given.—Notice will be given when a newspaper or periodical is uncalled for, or refused, or when the subscriber changes his address without notifying the publisher or ordering his matter forwarded, upon the blank form furnished for that purpose, which can be procured by application to the First Assistant Postmaster-General, Division of Post-Office Supplies. If the first notification be disregarded, a second may be sent, calling attention also to the fact of previous notice. The notice is to be given to publishers in Canada and Mexico as well as this country.

1. There is nothing in the postal laws or regulations concerning the liability of a subscriber for the subscription price of a newspaper or periodical.

2. If a postmaster should cause loss to a publisher because of failure to comply with a plain provision of law, his liability would have to be determined in the courts, and not by the Post Office Department.

3. Postmasters should make a record, for their own protection, when a publisher is notified of the non-delivery of his paper to a subscriber. This record should show the name of the publication, city or town in which it is published, name of the subscriber and the date when the notice was sent. If the first notification is disregarded, a second one should be sent and a record also made of it.

Sec. 558. Disposal of Refused Second-Class Matter.—After notification has been given, as required in the previous section, the postmaster will hold the refused matter for thirty days, after which the same and all copies subsequently arriving should be placed with the waste paper.

AT RECEIVING OFFICES—MATTER TO BE SENT TO THE DEAD-LETTER OFFICE.

Sec. 559. Dead Matter.—Dead matter, or such as is to be sent to the Dead-Letter Office from the office of address, may, for convenience, be classified as follows:

1. *Unclaimed.*—That which is not called for and can not be delivered nor returned as provided in sections 594 and the two following,

other than second-class matter, to be treated as waste paper, as di rected in section 555.

2. *Refused.*—That which for any reason the parties addressed declin to receive, other than second-class matter and printed matter, treate as waste paper, as directed in section 558

3. *Fictitious.*—That which is addressed to fictitious or assumed name or to initials, or in any manner so that the person or persons for whor it is intended can not be identified.

4. *Illegible.*—That which having reached the office of destination is s illegibly or imperfectly addressed that it can not be ascertained fo whom it was intended.

5. *Hotel.*—That which has been delivered at a hotel or public institu tion, or to a consul, agent, or other public officer, or individual who i in the habit of receiving mail for transient persons, and which has bee returned to the post-office from such hotel, etc., as unclaimed.

6. *Obscene.*—That which has reached the office of delivery, but of whic delivery is forbidden by section 538.

7. *Lottery.*—Circulars concerning lotteries, gift-concerts, or simila enterprises offering prizes, which are unmailable by section 331.

Sec. 560. Reason for Nondelivery to be Shown on Matter.—Upon ever undelivered article of mail matter must appear the reason for nonde livery, such as "UNKNOWN," "REFUSED," "REMOVED," "FIRM DI SOLVED," "DECEASED," "IN DISPUTE," etc., as such indication is ofte of value to the writer. When no other reason can be ascertained, th matter will be indorsed "UNCLAIMED," care being taken in indorsin or stamping not to deface or to obscure the original address or pos mark. *The observance of this regulation is of the utmost importance.*

Sec. 561. Authority of Postmaster-General as to Dead Matter.—The Pos master-General may regulate the period during which undelivered le ters shall remain in any post-office, and when they shall be returned t the Dead-Letter Office; and he may make regulations for their retur from the Dead-Letter Office to the writers, when they can not be d livered to the parties addressed. (R. S., § 3936.)

MANNER, ETC., OF MAKING RETURN TO THE DEAD-LETTER OFFICE

Sec. 562. Time of Return of Unclaimed Matter.—Advertised matter wi be held at fourth-class offices for one month and at all other offices f two weeks after date of advertisement, and then, if undelivered, will b sent to the Dead-Letter Office in regular periodical returns, to be mad as follows, viz:

At fourth-class post-offices, once a month.

At other post-offices, once a week.

Sec. 563. Notice, when no Dead Matter to be Sent.—When it happen that there is no matter of any kind to be sent to the Dead-Letter Offic at the proper time for making the return of such matter, a statement (Form 1523) properly headed and dated, and the words NO MATTER *TO SEND noted* thereon, should be sent to the Dead-Letter Office.

Sec. 564. Returns of Unclaimed Matter; how Made up and Transmitted.—In making up returns to be sent to the Dead-Letter Office, the following directions will be observed, namely:

1. Every piece of mail matter should be postmarked by stamp or hand with the name of the post-office and the date of sending to the Dead-Letter Office.

2. Each class of matter should be arranged separately and duly entered on the dead-letter bill (Form 1523) or under its proper heading.

3. The bill and the copy of the advertised list must be sent with every return, not tied outside or inclosed in a separate envelope.

4. The advertised list so sent should give the name of the post-office, State, and date of advertising.

5. All matter delivered or otherwise disposed of since advertising should be indicated by a mark drawn through the name on the list.

6. A manuscript list of each piece of third-class matter of obvious value, and of all fourth-class matter, whether advertised or not, should be sent with such matter. For convenience this list may be made on a blank (Form 1522 or 1522½) for unmailable, changing the word "UNMAILABLE" to "UNCLAIMED."

7. The whole return should be wrapped and securely tied in one parcel and plainly addressed, "DEAD-LETTER OFFICE, WASHINGTON, D. C." It should also be indorsed, "RETURN OF UNCLAIMED MATTER FROM" (here add name of post-office). A penalty envelope may be used for the address label, but must be fastened securely to the parcel. If there be third or fourth class matter to accompany the return in too great quantity to tie the whole in one parcel, a pouch must be used so that all the matter will be received together.

8. Hotel and fictitious matter must be entered on a list (Form 1522½) and sent separately from other unclaimed matter.

9. Post-offices of the fourth class will use dead-letter bills (Form 1523) printed on white paper. Free-delivery offices will use the special form printed for them on blue paper and will register their returns All other offices will use forms provided for them printed on yellow paper.

10. Postmasters at free-delivery offices will securely tie all matter, upon which credit is claimed for canceled postage-due stamps, into separate bundles, putting upon each a facing slip, stating the number of pieces and the amount claimed for postage.

Sec. 565. Returns of Unmailable Matter; when Made.—Unmailable matter must not be held over to be advertised. Post-offices of the first class must make daily, and all other post-offices weekly, returns to the Dead-Letter Office of all unmailable matter deposited therein for mailing (see section 486), or received through the mails, for which other treatment is not specially provided, on hand at the time of return.

Sec. 566. Returns of Unmailable Matter; how Made up and Transmitted.—1. Each return of unmailable matter must be accompanied by a list made on the proper form (No. 1522) for such matter, stating as nearly as possible the full name and address of each article sent.

2. First-class matter should be entered on a list separate from and fourth class matter.

3. Should be further separated into the classes named in secti

4. Each class and subdivision must be arranged and entered list alphabetically, and every piece and its entry must be numb correspond. Where third and fourth class matter is without a the pieces should be numbered and a description of each article But postal cards and miscellaneous printed matter of no obvious need be entered only by a memorandum giving the number pieces.

5. Every piece of matter so sent must have plainly written or st upon it the specific reason of its being sent, as unmailable, whether "held for postage," "coin," "jewelry," "excess of wei size," "misdirected," etc., and must also bear the name of the post and the date on which it was sent to the Dead-Letter Office, care taken in indorsing or stamping not to deface the original postm address.

6. Postmasters receiving matter postmarked and indorsed " CIENCY IN ADDRESS SUPPLIED," etc., and forwarded in acco with section 520, which can not be delivered, must, after the exp of seven days from receipt, send the same to the Dead-Letter O unmailable.

7. The returns of unmailable matter must be securely fastened package, with the list inclosed, addressed "DEAD-LETTER O WASHINGTON, D. C.," and plainly indorsed, "RETURN OF UNMAI MATTER FROM" (here add the name of the post-office). All should be included in the same return, unless the quantity of thi fourth class matter be too large to be conveniently made into one age, in which case the first-class matter should be sent in one and the third and fourth in another, each with its proper list.

8. Duplicates of all lists and statements must be retained b masters for reference in making searches for missing matter.

9. Unmailable matter and the returns thereof must not be se returns of ordinary unclaimed matter.

FOR RETURN OF VALUABLE LETTERS RECEIVED FROM DEAD-LETTER OFF section 537.

FOR RETURN OF UNCLAIMED REGISTERED MATTER SE DEAD-LETTER OFFICE, see section 1130.

SEC. 567. Treatment of Money or Other Valuable Matter Found L the Mails or in Post-Offices.—Postmasters receiving money or othe cles found loose in the mails from the Railway Mail Service o sources, will make weekly returns thereof to the Dead-Letter Offi include therein all such matter on hand at the time of making turns.

Each article of this matter must be inclosed in a separate envel wrapper, indorsed, with a description of the article and a statem

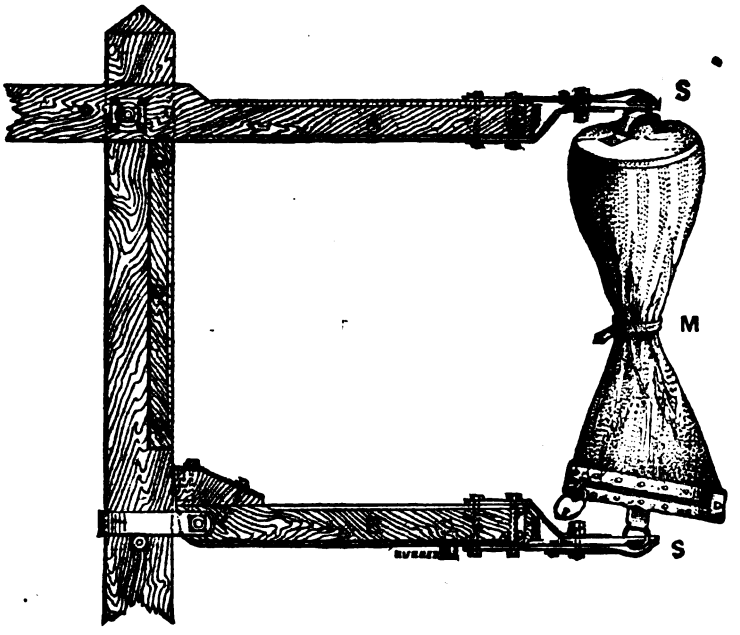
when and where found. The parcels must be numbered and described upon an unmailable bill, form 1522 or 1522½, but returns of loose money and postage stamps must not be inclosed with third and fourth class matter.

Returns of money and stamps must be registered when sent to the Dead-Letter Office.

SPECIAL RULES FOR HANDLING MAILS AT CATCHER POST-OFFICES.

Sec. 568. Cranes and Catcher Pouches.—For the purpose of exchanging mails between post-offices at certain way and flag stations and railway offices without stopping or slackening the speed of the train, the "mail catcher" is used. A "crane" is erected at each such station, on which the pouch to be exchanged is hung; and canvas pouches with rings attached to each end and a strap with buckle attached to the center are supplied, to be used only for such exchanges. (See sections 884 and 1008.)

Sec. 569. How to Prepare Pouches and Hang them on the Crane.—1. The pouch or mail bag should be prepared in the following manner: if



only a small mail is to be sent, let it remain in the bottom of the pouch, but if a large mail is to be sent divide it, put part in the top, but most of it in the bottom. Buckle the strap around center of pouch M. In case the strap is gone, tie the middle of the pouch, as seen in the diagram.

2. Hang the bottom of the pouch on the upper iron S of the crane

A, turn all directly to the track, then lift lower arm B and place the iron S in the ring of the pouch, slip the socket down the stem until there is sufficient strain on the pouch to hold it from blowing down. If a strong wind is blowing, tie the pouch to the two irons S, by the rings, with one strand of ordinary post-office twine. Hang the pouch lock end down.

3. When the service occurs in the night, or between sunset and sunrise, hang a light on or near the crane.

Sec. 570. Catcher Pouches to be Used for no other Purpose.—These canvas pouches are manufactured expressly and only for such exchanges, and must be used for no other purpose. A prompt and regular exchange of the same pouches must be always kept up, and postal clerks are instructed to report to their division superintendent every case where a postmaster fails to return to the railway post-office the catcher pouch given him.

Sec. 571. Only Fifty Pounds of Mail Allowed in Catcher Pouches.—The catchers are designed to take on the trains for distribution and dispatch only letter mail, but paper and other mail may be inclosed to a maximum weight of 50 pounds. If more than this weight is to be sent, as at post-offices where papers are published, the paper mail should be sacked and sent by local train to the nearest station at which the train stops, there to be placed in the mail cars.

Sec. 572. Special Instructions to Postmasters Served by Catchers.—Postmasters at post-offices at which mail trains do not stop, and which are supplied by "catcher service," will comply with the following instructions:

1. None but "catcher" pouches are to be used.

2. After the mail is placed in the pouch and locked, see that the pouch is securely strapped or tied around the middle. (See section 568.)

3. The pouch must be securely suspended on the crane, with the lock downward, not exceeding ten minutes before the schedule time of arrival of the train.

4. If from any cause the pouch should not be caught by the train and a pouch is put off, return the extra pouch to the next mail train by securing it to the pouch in which the mail is sent, and strapping or tying the two pouches together at the middle as one pouch.

5. "Catcher" pouches must not under any circumstances be sent out upon any stage or horseback routes, or used for any other purpose than to exchange mails where trains do not stop.

6. "Catcher" pouches are not to be allowed to accumulate at post-offices, but must be returned to the mail trains at once.

7. If the crane at a station should get out of position or repair so as to interfere with the exchange of mails, the fact must be reported at once to the division superintendent, so that the attention of the railroad company can be called to the matter.

TTER ADDRESSED TO POST-OFFICES IN FOREIGN COUNTRIES.

. 573. **When Mailed at Other than Exchange Offices.**—When mail matldressed to foreign countries is mailed at post-offices not desigl as exchange offices, it is the duty of the postmaster:

To examine the same, to ascertain that it belongs to one of the es of matter admissible to the foreign mails, viz: Letters, postal , postal cards with paid reply, printed matter, patterns or samples rchandise, and commercial papers (see sections 346 to 360), and that ıot prohibited matter. (See section 355.)

To ascertain that it is so wrapped or inclosed as to conform to the tions prescribed in chapter 12, and is within the size, weight, limensions permissible in foreign mails, as prescribed therein.

To ascertain that sufficient postage has been prepaid upon it to ɔrize its dispatch in foreign mails (see sections 352, 356, 357, 408); , it should, if possible, be returned to the sender.

Being satisfied of its mailability, to dispatch it to the proper exge office as designated in the next sections, unless a special re- t be indorsed by the sender that it be sent to a particular office, h should be followed.

. 574. **Exchange Offices.**—Mails are exchanged with foreign coun- through certain post-offices in each country, authorized thereto, designated as EXCHANGE POST-OFFICES. The following are the ed States exchange post-offices, with the names of the countries which each exchanges mails, namely:

W YORK, with NORTH, SOUTH, and CENTRAL AMERICA, the WEST INDIES, PE, AFRICA, BRITISH INDIA, STRAITS SETTLEMENTS, SIAM, and the DUTCH INDIES.

STON, with GREAT BRITAIN, FRANCE, GERMANY, BELGIUM, and JAMAICA.

LADELPHIA, with GREAT BRITAIN, FRANCE, GERMANY, BELGIUM, and CUBA.

LTIMORE, with GERMANY, BRAZIL, THE ARGENTINE REPUBLIC, PARAGUAY and UAY, THE ISLAND of ST. THOMAS, and BARBADOS.

SHINGTON, with CUBA.

MPA, FLA., with CUBA.

CKSONVILLE, FLA., with CUBA.

Y WEST, FLA., with CUBA, and occasionally the BAHAMA ISLANDS.

W ORLEANS, with CUBA, NICARAGUA, COSTA RICA, GUATEMALA, BRITISH HONAS, REPUBLIC OF HONDURAS, the BAY ISLANDS, and occasionally with the ED STATES OF COLOMBIA.

ICAGO, ILL., with GREAT BRITAIN, GERMANY, DENMARK, SWEDEN, and NORWAY.

. LOUIS, MO., with GREAT BRITAIN, FRANCE, GERMANY, SWEDEN, and MEXICO.

N FRANCISCO, CAL., with the HAWAIIAN KINGDOM, NEW ZEALAND, AUSTRALIA, MANIA, the FIJI and SAMOAN ISLANDS, NEW CALEDONIA, JAPAN, SHANGHAI, GKONG and dependent CHINESE ports, and the EAST INDIES, except BRITISH IA, STRAITS SETTLEMENTS, SIAM, and the DUTCH SETTLEMENTS.

Mails for Mexico are dispatched by sea from New York, New Orleans, d San Francisco, and the principal mails are dispatched overland m New York, St. Louis, Laredo, and El Paso, Tex. Other United

States post-offices along the Mexican border are authorized to m local exchanges with the Mexican post-offices opposite them.

Mails for Canada are dispatched principally from Boston, New Yo Suspension Bridge, Chicago, San Francisco, and by the following r way post-offices, namely: Blaine and Seattle, Boundary Line Presque Isle, Boundary Line and St. Paul, Detroit and Chicago, F Gratiot and Chicago, Port Huron and Detroit, New York and Chica Norwood and Utica, Ogdensburg and Utica, Port Townsend and S tle, Newport and Springfield, Rouse Point and Albany, Saint Alb and Boston, Saint Albans and Ogdensburg, Saint Albans and T Sault de Ste Marie and Minneapolis, Spokane and Portland, Vanceboro and Bangor. Other United States post-offices are aut ized to make local exchanges of mails with the Canadian post-of opposite them.

Sec. 575. Treatment in Exchange Offices.—Only exchange post-offi make up mail for foreign countries. When mail matter is received an exchange office for dispatch to a foreign country, the duty of postmaster is—

1. To examine each article and see whether it conforms to the con tions prescribed for such articles in the mails for the country to wh it is addressed.

2. If it fail to conform to the conditions, to return to the sender dire when mailed at the exchange office and the sender be known; if ceived from another post-office the postmark of which is legible, return it thereto with reason for return marked on the cover.

3. To separate such articles as conform to the prescribed conditio and are fully prepaid from those which are wholly or partly unpaid; stamp "T" and mark the short-paid articles with the number of ra of postage to be paid, and the amount of deficient postage.

4. To then tie up the paid letters and postal cards in one packa the unpaid and short-paid letters in another; affix to each a print label bearing the words "PAID LETTERS" or "SHORT-PAID LETTER as the case may be.

5. To weigh the letters and postal cards and note the weights, (th does not apply to articles for Canada, or those sent *overland* to Mexic and then place the packages in a canvas sack and attach thereto printed *white* linen label bearing the words "FROM ——— ———, LE TER MAIL, FOR ——— ———" (giving the name of the foreign excha office).

6. To separate articles other than letters, which are fully prepa from those but partly prepaid, stamp each article of the latter "T," an mark with the deficient postage; to tie printed matter, commerci papers, and samples of merchandise, as far as practicable, in bundle the fully prepaid articles labeled "PAID" separate from the partly pr paid, which are labeled "SHORT-PAID;" to weigh each package an note the weight (this does not apply to articles for Canada or thos

sent *overland* to Mexico); then place them in a canvas sack, to which is attached a buff linen label bearing the words "FROM ——— ———, PRINTED MATTER, etc., FOR ——— ———."

7. To then make out a "letter bill" on the blank form furnished for such use, addressed to the foreign exchange office to which the mail is dispatched, showing the dispatching office, the receiving exchange office, the steamer or other vessel which conveys it, the exact time of its departure, the number of sacks of mail matter, a description of each registered article in the mail, and a list of the "closed mails" which have been received from foreign offices and forwarded to their destination by the same dispatch. The letter bill is to be placed around the package of registered articles, or in the small sack provided for registered articles. The letter bills for each foreign exchange office are required to be numbered in an annual series, beginning with No. 1 for the first mail dispatched in the year. The provisions of this paragraph do not apply to mails sent overland to Canada or Mexico.

8. To close the sacks by means of twine tied tightly in a hard knot about the necks of the sacks, the ends of the twine being passed through two holes in a small tin seal cup exclusively used for this purpose, when they are tied again and the knot covered with sealing wax, on which is impressed the seal of this Department.

9. To make out also in duplicate a "waybill" of the mails, showing the number of sacks of letters and of other articles and of the empty sacks dispatched by each steamer or vessel, where the mails were made up, the destination of each, and the exact time of departure. The waybill is made out by the postmaster at the port from which the vessel sails.

10. To make out in triplicate, upon the blank form furnished therefor, a "Statement of weights" of the mails conveyed by each steamer or vessel, which is to give the net weights of the letters and other articles, as ascertained before placing them in the sacks, stated in grams of the French metric system, metric balances being furnished for the purpose (see section 426); to transmit one copy of such statement to the Sixth Auditor, one to the Superintendent of Foreign Mails, and retain one in the dispatching office. Statements of weights need not be made out for mails sent *overland* to Canada or Mexico.

AS TO REGISTERED MATTER FOR FOREIGN COUNTRIES, see section 1143 *et seq.*

MAILS RECEIVED FROM FOREIGN COUNTRIES.

Sec. 576. Treatment at Exchange Offices.—When mails are received at an exchange post-office, the duty of the postmaster is—

1. To count the sacks, and, if found to agree with the waybills thereof, to enter the exact time of receipt, and sign the same as a receipt of the mails, noting any errors on the waybill before signing. This applies only to the post-office of the port at which the vessel arrives.

2. To then cause the sacks or packages to be opened and examined

by two officials to ascertain whether they correspond with the entri in the accompanying letter bills.

3. If errors or omissions are detected, to immediately make corr tions in the letter bill, care being taken to strike out erroneous entri in such manner that the original entry may be read; to then enter t errors and corrections in a blank form designated a "bulletin of veri cation," which is then signed in duplicate by the two officials w opened the mail; to impress the postmark of the post-office thereon a send one copy of the bulletin registered by first opportunity to the d patching exchange office, which, after examination, returns it, with a observations deemed necessary, retaining the second copy on the fil of his office.

4. To separate from the sealed packages such as are supposed to co tain articles liable to custom duties, which are disposed of as prescrib in section 579.

5. To distribute all fully prepaid matter not detained for custo duties and forward the same to destination by the most direct route.

6. To rate up the unpaid and short-paid articles, stamp thereon "POS AGE DUE ——— CENTS," or "U. S. POSTAGE CHARGE TO COLLEC ——— CENTS," and forward to destination with as little delay as po sible.

As to registered matter see chapter 36.

Sec. 577. Receipt at Office of Destination and Delivery.—On receipt o foreign letters fully prepaid the postmaster at the office of address de livers, forwards, advertises as unclaimed, as in the case of domesti matter, and sends to the Dead-Letter Office when dead, as directed i sections 562 and following. Upon unpaid or short-paid matter postage due stamps are to be affixed and postage due—as indicated by th stamps mentioned in paragraph 6 of the preceding section—collected as in other cases. (See sections 513 to 515.)

But when received from Canada request and card matter must be re turned to the senders like domestic matter, as prescribed in section 549 to 551.

Dead foreign printed matter, when unclaimed the usual time, must be sent to the Dead-Letter Office as part of the regular return, marked to show the cause of nondelivery, but no entry thereof need be made on the bill, except of that on which postage may be due. (See sections 560 and 564.)

Sec. 578. Foreign Closed Mails.—Mails made up in one foreign country addressed to another, and sent to the United States to be forwarded on to destination are not to be opened. The United States exchange office which receives them will first examine them, and if they are found unsealed, or the seals damaged, sacks or covers torn or damaged, the imperfections must be corrected as far as practicable, so that the same may leave the United States in good condition. The facts in respect to condition must then be reported to the foreign dispatching exchange

office in the bulletin of verification. Such mails must then be entered on the letter bill in the proper place therefor and forwarded intact by first opportunity to destination.

Sec. 579. Treatment of Foreign Matter Supposed to be Liable to Customs Duties.—The following regulation, having been mutually agreed to by this Department and the Treasury Department, is published for the information of postmasters and other postal officials, who are hereby directed to be guided hereafter by its provisions.

REGULATIONS GOVERNING THE TREATMENT OF DUTIABLE ARTICLES RECEIVED IN THE MAILS FROM FOREIGN COUNTRIES

When letters, sealed packages, or packages, the wrappers of which can not be removed without destroying them, are received in the United States from a foreign country, and the postmaster of the exchange office at which they are received has reason to believe they contain articles liable to customs duties, he shall immediately notify the customs officer of the district in which his office is located, or the customs officer designated by the Secretary of the Treasury for the purpose of examining the mails arriving from foreign countries, of the receipt of such letters or packages, and their several addresses; and if any letter or package of this character be addressed to a person residing within the delivery of his office, the postmaster shall also, at the time of its arrival, notify the addressee or addressees thereof that such letter or package has been received, and is believed to contain articles liable to customs duties, and that he or they must appear at the post office at a time in said notice to be designated, not exceeding twenty days from the date of said notice, and receive and open said letter or package in the presence of an officer of the customs.

2. Letters, *all* registered articles, sealed packages, or packages, the wrappers of which can not be removed without destroying them, which are supposed to contain articles liable to customs duties, and which are addressed to persons residing outside of the delivery of the United States exchange office where they were first received from abroad, shall be forwarded, without longer detention than twenty-four hours, to their respective destinations, marked "Supposed liable to customs duties," and upon their receipt at the office of destination the postmasters thereof shall notify the nearest customs officer and the persons addressed, in the manner and to the same effect as hereinbefore provided in the case of similar letters or packages addressed for delivery at the United States exchange office where they were first received.

3. If a reply is not received from the customs officer within twenty days from the date of said notice, the package may be delivered to the addressee without regard to the stamp "Supposed liable to United States customs duties." But if the customs officer should request the postmaster to allow the package to be opened in his presence *by the addressee*, the postmaster will comply with said request, and imme-

diately report the nature and probable value of the contents to the customs officer (retaining the package in his possession), whereupon the customs officer will inform the postmaster of the amount of the customs charges due upon said package, which amount the postmaster will collect upon the final delivery of the package and transmit, under official registration, to the customs officer.

4. *Provided, however*, That nothing hereinabove contained shall authorize or allow customs officers to seize or take possession of any letter or sealed package while the same is in the custody of a postmaster nor until after its delivery to the addressee; and provided further, that no letter or sealed package shall be detained at the office of delivery a longer period than may be necessary for the appearance of a customs officer and the addressee, in pursuance of the notices hereinbefore provided to be given; and that packages addressed to foreign consuls in the United States, which bear the official seal of the consul's Government, shall be forwarded and delivered without being subjected to inspection by customs officials.

5. Unsealed packages (except registered articles, which are to be treated as sealed packages) received in the mails from foreign countries which are found, upon examination by customs officers, to contain articles liable to customs duties, shall be delivered by the postmaster at the exchange office of receipt to the proper officer of the customs for the collection of the charges chargeable thereon, with notice of such delivery to the person addressed. But books received from countries or colonies of the Universal Postal Union, all unsealed packages of merchandise received in mails from Mexico and Canada, and all packages received by "Parcels-Post" from any foreign country, which are found to be dutiable shall, when addressed to a post office other than the exchange office of receipt, be promptly transmitted by mail to the addressees charged with the amounts of customs charges levied thereon respectively, which amounts postmasters at the offices of destination will collect of the addressees on their delivery, and remit by first mail thereafter, under registration, to the Collector of Customs of the district in which the exchange post office of receipt is situated. In case of the refusal or neglect of addressees of such dutiable books, or packages of merchandise from Mexico and Canada, to apply for them at the post office of destination within a period of thirty days from the date of their receipt at said office, and pay the customs charges and any postage charges levied thereon, the postmaster of said office will specially return the same, *under official registration marked to show why they were not delivered*, to the Collector of Customs of the aforementioned district; but in the case of packages received by "Parcels-Post" from foreign countries, which appear to be undeliverable, postmasters at post offices of destination shall, at the expiration of thirty days from date of their receipt, report to the "Superintendent of Foreign Mails, Post Office Department." that said packages are undeliverable, giving the reason

therefor, and stating the names and addresses of both senders and addressees of the packages, dates and places of mailing, dates of receipt, and what the packages are said to contain—and hold the packages subject to the further orders of the Department. Postmasters are instructed to collect the customs charges on such books and packages forwarded to their offices for delivery to addressees and promptly remit the sum so collected by them to Collectors of Customs in registered letters, using penalty envelopes, and omitting the registration fee as for all official matter under section 1037; but the postal revenues are not in any manner to be credited or charged with such duties.

6. All sealed packages, other than letters in their usual and ordinary form, forwarded to the United States in the mails from Mexico and Canada, contrary to the provisions of the Postal Conventions between the two countries, shall be immediately returned from the United States exchange offices of receipt to the Mexican or Canadian exchange offices from which they were dispatched.

7. Postmasters are expected to extend to customs officers, specially designated for that duty by the Secretary of the Treasury, such facilities as may be necessary to enable them to examine mail matter arriving in the mails from foreign countries, in order to protect the customs revenues.

8. Postal clerks on railway post-offices exchanging mails with Canada are also directed to carefully examine Canadian mails coming into their hands for distribution, and to turn into the nearest exchange post-office where there is a custom-house officer all books and packages of merchandise found in such mails, known or supposed to be liable to customs duty in order that appropriate action may be taken by the postmaster in conjunction with the customs officer concerning their disposition.

9. The General Superintendent of the Railway Mail Service will see that full and explicit instructions are given to all postal clerks on railway post-offices exchanging mails with Canada, respecting the examination of the mails from Canada, and the post-offices to which all intercepted packages containing dutiable articles are to be turned in.

10. He will also require the postal clerks to make daily reports to the superintendents of the Railway Mail Service divisions, and the superintendents to make monthly reports to the Department, showing the number and character of all articles subject to customs duty which they may intercept and turn in under the requirements of this order.

11. Postmasters, post-office inspectors, and other postal employés will promptly report to this Department every case coming to their notice where the foregoing instructions are in any wise violated.

Sec. 580. Pursuant to the Foregoing Regulation.—When the postmaster at the exchange office has reason to believe that letters or packages received in foreign mails contain articles liable to customs duties, it is his duty—

1. *As to letters or packages sealed or closed against* inspection, to im-

mediately notify the customs officer of the district in which his office is embraced, or the officer designated by the Secretary of the Treasury to examine mails arriving at his office from foreign countries, of the receipt of such letters or packages and of the addresses thereon.

2. If the address be to a person within the delivery of his office, to notify him, by mail, at the time of arrival, that such matter has been received, is believed to be liable to customs duties, and that he must appear at the post-office at a time designated, not exceeding twenty-four hours from date of notice, and receive and open the letter or package in the presence of an officer of the customs.

3. Upon the appearance of the addressee and customs officer, to deliver the matter to the former, subjecting him to no longer delay than is necessary to secure the presence of the officer.

4. In no case to deliver to the officer or permit him to seize any such sealed letter or package while the same is in his custody as postmaster.

5. If such sealed or inclosed matter be addressed beyond the delivery of his office, to mark or stamp upon the same "SUPPOSED LIABLE TO CUSTOMS DUTIES," and forward the same, without longer detention than twenty-four hours, to the office of destination.

6. To extend to customs officers designated therefor all necessary facilities in examining incoming foreign mail matter, in order to protect the customs revenue.

7. *As to unsealed packages*, which are found on examination by the customs officer to contain dutiable matter, to deliver the same to the proper officer of the customs, and immediately notify the addressee by mail of such delivery.

8. *As to dutiable books* received from Postal Union countries, addressed to other than the exchange office, to forward them promptly by mail to the office of destination charged with the amount of duties levied thereon respectively.

(See section 311; also, as to duty on printed matter, 22 Stats., 510, 518.)

Sec. 581. Dutiable Matter at Office of Destination.—Upon the receipt of sealed matter at the office of destination from an exchange office marked "SUPPOSED LIABLE TO CUSTOMS DUTIES," the postmaster will at once notify the nearest customs officer of the receipt thereof and the addresses thereon. He will also notify the addressee to appear at time designated and open the package in the presence of the customs officer; and upon their appearance together will deliver the matter to the addressee in the officer's presence.

If a reply is not received from the customs officer within twenty days from the date of said notice, the package may be delivered to the addressee without regard to the stamp "supposed liable to United States customs duties." But if the customs officer should request the postmaster to allow the package to be opened in his presence *by the addressee*, the postmaster will comply with said request, and immediately report the nature and probable value of the contents to the customs officer

(retaining the package in his possession), whereupon the customs officer will inform the postmaster of the amount of the customs charges due upon said package, which amount the postmaster will collect upon the final delivery of the package and transmit, under official registration, to the customs officer.

Provided, however, That nothing hereinabove contained shall authorize or allow customs officers to seize or take possession of any letter or sealed package while the same is in the custody of a postmaster, nor until after its delivery to the addressee: *And provided further,* that no letter or sealed package shall be detained at the office of delivery a longer period than may be necessary for the appearance of a customs officer and the addressee, in pursuance of the notices hereinbefore provided to be given.

When books are so received with an amount of customs duties charged and marked thereon, the postmaster will collect the same upon delivery, and promptly remit the amount in penalty envelope, under free registration, to the collector of customs of the port or district in which the exchange office of receipt is situated.

If the books or other unsealed matter remain unclaimed for thirty days from receipt, or the addressee refuse to pay the customs duties and any postage charges thereon, the postmaster will return the matter to such collector of customs in the manner above prescribed. Moneys collected as customs are not to be credited or charged in postal account.

Letters and sealed packages supposed to contain articles liable to customs duty, which remain unclaimed for thirty days, or on which the addressees refuse to pay the customs duties and any postage charges, will be treated as other unclaimed and refused matter.

PARCELS POST.

Sec. 582. Countries to which Parcels may be Sent.—Articles of miscellaneous mailable merchandise may be sent by Parcels Post to the countries named below, provided the packages are not sealed and conform to the limits of size and weight and to the other conditions herein mentioned.

Names of the countries to which parcels may be sent, the dimensions, weight, and rates postage applicable to parcels, and the exchange post-offices which dispatch and rec Parcels-Post mails.

Name of country.	Allowable weight of parcels.				Postage.		Exchange post-offices.	
	Greatest length.	Greatest length and girth combined.	Greatest girth.	Greatest weight.	For a parcel not exceeding 1 pound.	For every additional pound or fraction of a pound.	United States.	Foreign.
	Ft. In.	*Feet.*	*Feet.*	*Pounds.*	*Cents.*	*Cents.*		
Bahamas	3 6	6	.....	11	12	12	New York ..	Nassau.
Barbados	3 6	6	.....	11	12	12	....do	Bridgetown.
Colombia	2	.....	4	11	12	12	All offices authorized to change mails between two countries.	
Costa Rica	2	.....	4	11	12	12		
The Danish West Indies	3 6	6	.....	11	12	12		
The Hawaiian Kingdom.	3 6	6	.....	11	12	12	San Francisco	Honolulu.
Honduras (British)	3 6	6	.....	11	12	12	New Orleans	Belize.
Jamaica	3 6	6	.....	11	12	12	New York ..	Kingston.
Leeward Islands	3 6	6	.....	11	12	12	....do	St. John, Anti
Mexico	2	.....	4	11	12	12	All offices authorized to change mails between the countries.	
Salvador	3 6	6	.....	11	12	12		
British Guiana	3 6	6	.....	11	12	12		
The Windward Islands	3 6	6	.....	11	12	12		

Sec. 583. Admissible and Prohibited Articles, Enclosures, etc.—

1. Any article admissible to the domestic mails of the United Stat may be sent by Parcels-Post except the following, which are prohibite from transmission: Publications which violate the copyright laws the country of destination; poisons, and explosive or inflammable sul stances; liquids and substances which easily liquefy; confections an pastes; live or dead animals, except dead insects and reptiles, whe thoroughly dried; fruits and vegetables, and substances which exha a bad odor; lottery tickets, lottery advertisements, or lottery circular all obscene or immoral articles; articles which might in any way dan age or destroy the mails or injure the persons handling them; an opium in parcels for or from the Hawaiian Kingdom.

2. A letter or communication of the nature of personal correspondenc must not accompany, be written on, or inclosed with any parcel. such be found, the letter will be placed in the mails if separable, an if the communication be inseparably attached, the whole parcel will b rejected. If, however, any such should inadvertently be forwarde the country of destination will collect double the Parcels-Post rate postage.

3. No parcel may contain packages addressed to persons other tha the person named in the outside address of the parcel itself. If suc inclosed packages be detected, they must be sent forward singl charged with new and distinct parcel postage rates.

4. A parcel must not be posted in the letter-box, but must be take into the post-office, and presented to the postmaster or person in charg between the hours of 9 a. m. and 5 p. m.

Sec. 584. Inspection of Parcels.—

5. *Examine the Parcel:*

(*a*) See that it is securely and substantially packed, so that it can be safely transmitted in the ordinary mail sacks, and that it is so wrapped or inclosed that its contents can be easily examined by postmasters and customs officers. If boxes are used, they should be provided with a sliding or hinged lid, as lids screwed or nailed to it will exclude it from the mails.

(*b*) See that it is plainly directed, giving the name and full address of the person for whom the parcel is intended; that it bears the words "Parcels-Post" written conspicuously in the upper left-hand corner, and the name and address of the sender in such a position that it will not be mistaken for the address of the parcel.

6. *Measure the Parcel:*

(*a*) See that it does not exceed the dimensions given in the table. A parcel not over 3 feet 6 inches in length may measure as much as 2 feet 6 inches in girth, or round its thickest part. A shorter parcel may be thicker; thus, if it measures no more than 3 feet in length, it may measure as much as 3 feet in girth, or round its thickest part.

(*b*) The most convenient mode of measuring is by means of a tape line 6 feet long. So much of the tape as is not used in measuring the length, is the measure of the maximum girth permissible.

(*c*) These remarks do not apply to parcels for Colombia, Costa Rica, or Mexico, the length of which can in no case exceed 2 feet, no matter how small they may be in girth; and whose girth can not exceed 4 feet, no matter how short the parcel may be.

7. *Weigh the Parcel:*

(*a*) See that it does not weigh more than eleven (11) pounds; and determine the amount of postage in accordance with the rates given in the above table.

(*b*) The postage must, in all cases, be prepared by means of postage stamps, which must be affixed to the parcel. The postage rate is 12 cents for each pound or *fraction of a pound.* Consequently, if a parcel weigh even ¼ ounce over a pound, another full rate (12 cents) must be prepaid, or the parcel will not be dispatched from the United States.

Sec. 585. Customs Declarations and Certificates of Mailing.—

8. See that a "Customs Declaration" (Form 1; see page 253) properly filled out, is pasted upon the parcel.

9. Fill out and date-stamp a "Certificate of Mailing" (Form 2; see page 254), and hand the same to the sender.

Sec. 586. Registered Parcels.—

10. The sender of a parcel addressed to any of the countries, named in the table at the head of this article, except Barbados, may have the same registered by paying a registration fee of 8 cents, and will receive the "RETURN RECEIPT" without special charge therefor; but

the Post-Office Department will in no case be responible for the lo damage of any parcel.

11. The addressee of a registered parcel must be advised of th rival of a parcel addressed to him by a notice from the post-offi destination. Postmasters will see that such notices are promptly g in all cases.

Sec. 587. Return Receipts for Ordinary Parcels.—

12. The sender of an ordinary [unregistered] parcel addresse Jamaica, Barbados, the Bahamas, and British Honduras, may obt "Return-Receipt" for the same by prepaying, by means of pos stamps, a fee of 5 cents in addition to the ordinary postage. In cases the words "Return-Receipt demanded," should be *plainly* wr on the cover of the parcel.

Sec. 588. Customs Duty and Postage Charges on Delivery.—

13. Dutiable articles received in the United States in Parcels-Mails will be rated and charged with the proper amount of customs by the customs officer at the United States Exchange Post-Offi which said mails are received from abroad, and the duty so rated be collected and remitted to said customs officer by the postmaster delivers the articles, in accordance with the provisions of section

14. On the delivery of a parcel to the addressee a postage char 5 cents must be collected on each single parcel of whatever wei and if the weight exceed one pound, a charge of 1 cent for each ounces of weight or fraction thereof will be collected. Postage stamps to the amount of this charge on each parcel will be affixed canceled before delivery. (See sections 513 and 515.)

Sec. 589. Return and Redirection of Parcels.—

15. Parcels which can not be delivered or are refused must be ma on the cover to show the cause of nondelivery, such as "unclaim "refused," etc., and returned to the office of exchange which dispat them, at the expiration of ninety days from the date of their receip the office of destinaation in the case of parcels for or from Colom and at the expiration of thirty days in the case of parcels for or f Mexico, Costa Rica, Salvador, the Danish West India Islands of Thomas, St. Croix, and St. John; British Guiana, and the Windw Islands; and for such return the sender will be required to pay a equal to the postage collected on the parcel when it was mailed.

16. In the case of undeliverable or refused parcels from Jamaica, bados, the Leeward Islands, the Hawaiian Kingdom, Bahamas, British Honduras, the postmaster at the post-office of destination notify "the Superintendent of Foreign Mails" that the parcels re undelivered at his office—giving a full description of said parcels—hold the parcels subject to the instructions of the Department. If sender of such a parcel should fail to indicate within a period of t months how he desires the parcel to be disposed of, the postmaster

be instructed to return the parcel, under registration, to the collector of customs from whom he received it, in accordance with the provisions of the second paragraph of section 581.

17. Senders of parcels for or from Jamaica, Barbados, the Leeward Islands, the Hawaiian Kingdom, British Guiana, and the Windard Islands, who request their parcels to be returned, or forwarded to a different destination, must transmit with their request the amount necessary to prepay postage afresh at the rate of 12 cents per pound or fraction of a pound.

18. Postmasters will make requisition upon "the Superintendent of Foreign Mails, Post-Office Department," for supplies of "certificates of mailing," as well as of the "customs declarations," and will make application to him for any needed information respecting the Parcels-Post Service.

They are also charged to take pains to assist the public to an understanding of this service and to its convenient use.

A.

FORM 1.

Parcel-post between the United States and ——— ———.

Date. Stamp.	FORM OF CUSTOMS DECLARATION.	Place to which the parcel is addressed.

Description of parcel. [State whether box, basket, bag, &c.]	Contents.	Value.	Per cent.	Total customs charges.
		$		$
	Total	$		$

Date of posting, ———, 18—; signature and address of sender { ——— ———, ——— ———.

☞ For use of Post-Office only, and to be filled up at the office of exchange.
Parcel bill No. ———; No. of rates prepaid, ———; Entry No. ———.

B.

Parcels-Post from ——— ———.
The import duty assessed by an officer of customs on contents of this parcel amounts to $——, which must be paid before the parcel is delivered.

Date

Stamp.

———, *Customs Officer.*

C.

Parcels-Post from ——— ———.
This parcel has been passed by an officer of customs and must be delivered
FREE OF CHARGE.

Date

Stamp.

———, ———.
Postmaster.

FORM 2.

Parcels-Post.

A parcel addressed as under has been posted here this day.

Office Stamp.

.....

.....

.....

This certificate is given to inform the sender of the posting of a parcel, and does not indicate that any liability in respect of such parcel attaches to the Postmaster-General.

Sec. 590. German-American Sea Post-Offices.—1. In the direction from the United States to Germany, the sea post-offices will be designated, "United States-German Sea Post-Office. New York-Bremen" (or New York-Hamburg); and in the direction from Germany to the United States, "German-United States Sea Post-Office. Bremen- (or Hamburg) New York.

2. The force in each sea post-office will consist for the present of one clerk to be furnished by this Department, and one clerk and one assistant (laborer) to be furnished by the postal administration of Germany.

3. The United States clerks will receive pay at the rate of $1,200 per annum, each, to be paid by the postmaster in New York out of the appropriation for the "Transportation of foreign mails;" and in addition will be entitled to board at the officers' mess on the vessels, and will be subject to the ship's discipline. While on duty they will wear a cap similar to that worn by United States railway postal clerks, except that it shall bear on the front, in the place of the letters "R. M. S.," the words "U. S. Sea Post." Upon their arrival at New York, they will immediately report with the mails to the Postmaster in that city, and at Bremen or Hamburg to the Director of Posts. While in port they will also report daily to the Postmaster or Director of Posts, unless excused by that officer; and will be in their offices on board the vessels at least twenty-four hours before the vessels sail, for the purpose of receiving mails and the performance of other duty. They will be entitled to board and lodging

n the vessels while in port; but no commutation therefor will be llowed in case they are absent for any cause. They will keep on hand, r sale while in New York and on the voyage *to Germany*, a supply of nited States postage stamps, international postal cards, and stamped nvelopes and wrappers, to be issued by the Third Assistant Postmaster-General, and to be accounted for in accordance with instructions to be issued by that officer. United State postage stamps will be alid for the prepayment of postage on all articles mailed in sea postffices on the voyage *from the United States;* but on the voyage *from ermany* only German postage stamps will be valid.

4. Sea post-offices have been established on all the fast steamers of he North German Lloyd and Hamburg-American packet lines, and he service commenced from Germany with the sailing of the steamer f the North German Lloyd Steamship Company, which left Bremerhaven or Nordenham on the 1st of April, 1891; and from the United tates with the sailing of the same steamer from New York on the 15th f April, 1891.

5. On the trips *from Germany* the sea post-offices are essentially erman post-offices, and the United States clerk acts as an assistant o the German clerk and under his directions until the vessel arrives n American waters. But just prior to arrival at New York the mails ust be closed, and the United States clerk must receipt to the Gerian clerk for the sacks of mails and registered articles; and thereafter he is responsible for their safe custody and proper delivery, which elivery will, until further orders, be made to the post-office in New ork. On the trip *from New York* the reverse takes place, the United tates clerk being in charge, the German clerk and assistant being nder his direction until the vessel arrives in German waters.

6. All mails addressed to the *Post-Office of New York made up in Gerany* and, as far as possible, those made up in countries *beyond Gerany*, must be opened in the sea post-offices; the entries upon the tter bills verified, the letter bills postmarked with stamp of the sea ost-offices, and the contents of the mails (except as hereinafter noted) istributed, made up into packages, bagged, and labeled in accordance ith the distribution scheme prepared for that purpose. For this baging, United States canvas sacks, must be used; the same to be seurely tied with twine and sealed with sealing-wax; but for all other urposes German sacks will be used, exclusively. The letter bills of hese mails will be filed in the New York post-office.

7. All unpaid letters, short-paid articles of every kind, sealed packges which from their appearance give reason to suppose that they ay contain articles liable to customs duties, and all unsealed packges of printed matter and samples, must be turned in to the New York ost-office for rating of postage due and for inspection by customs offiers.

8. Mails addressed to United States post-offices *other than New York* must not be opened in sea post-offices, but will be forwarded intact to their destinations. Nor will the mails *made up in Great Britain for the New York post-office* be opened; but mails for New York made up in Germany, or countries beyond Germany, delivered to the steamers at Southampton, must be opened and distributed in the same manner as mails from the same countries delivered to the steamers at Bremen or Hamburg.

9. The regular mails for Germany will close at the New York post-office, and the postmaster in New York will report the net weights, but make no separations for the different German exchange offices. He will deliver these mails to the sea post-offices, marked "weights reported." All articles for Germany received after the close of the regular mails must be post-marked and delivered to the sea post-offices in bulk, to be weighed, and the weights reported to this Department and the Auditor on the proper "statements of weights" by the sea post-offices immediately on their return to this country. These articles must be examined in the sea post-offices, and all unpaid letters and short-paid articles be stamped "T" and rated with the deficient postage. Articles mailed on the wharf or on the steamer must also be examined and rated in sea post-offices; and in addition must be postmarked.

Letter boxes are placed on the steamers' wharves for the reception of late letters, which letters the sea post-office clerks must collect at the latest moment before the steamer sails; and they will also receive articles tendered to them for mailing during the voyage.

10. Closed mails dispatched via Germany for countries beyond Germany, will likewise be closed in the New York post-office, weights reported, and the necessary letter bills therefor prepared in the New York post-office. But all articles for those countries received after the close of the regular mails must be sent to the sea post-offices to be rated and the weights reported, and made up into "supplementary mails" for the proper foreign offices—when closed mails for said offices are dispatched; the necessary entries respecting said supplementary mails to be made *in red ink* by the sea post-offices, as additions to the letter bills made out at the New York post-office, which letter bills will be sent unsealed to the sea post-offices for that purpose. The articles in question will be forwarded as open-mail matter in the mails for Germany when closed mails for the countries referred to are not conveyed by the sea post-offices.

11. Waybills will be prepared by the post-office in New York, but will be handed to the sea post-office clerks, who will make the necessary additions thereto in *red ink, i. e.*, enter thereon the number of sacks for Germany, and of the "supplementary mails" made up in the sea post-offices.

12. United States exchange post-offices *other than New York* will no

er make up mails for the various exchange post-offices of Germany ispatch to *Germany direct;* but articles for Germany "specially essed" to be forwarded via Great Britain will be dispatched in rdance with their special address. Said offices will, however, an- ce the close of the mails for Germany as at present; but instead of ng up mails for Germany direct, will forward to New York the les for Germany, in packages labeled "Germany—weights re- d"—making the usual separations as to letters and prints, and and short-paid matter; and will furnish this Department and the itor with the usual "statements of weights" of the articles con- d in these packages, but will not state separately the weights for lifferent foreign exchange offices. Closed mails for countries be- Germany will continue to be made up by said offices, but not plementary mails" for those countries; all supplementary mails ermany and countries beyond Germany must be made up in the ost-offices as provided in paragraph 10. Articles for Germany countries beyond Germany, received after the close of the regular s, but in time to reach New York before the steamer sails, should rwarded in packages *plainly* marked "Germany," in order to in- their prompt transfer to the steamer in New York.

. All articles passing through the sea post-offices are subject to tment in accordance with the provisions of the convention of the versal Postal Union and the regulations for its execution; and are e distributed in accordance with the distribution schemes prepared this Department and by the Postal Administration of Germany, ectively.

. The United States clerks appointed for duty in the sea post-offices t report to the postmaster in New York for instruction and assign- t. They will be under the immediate supervision of the superin- lent of mails of the New York post-office.

5. The First Assistant Postmaster-General will furnish, upon the uisition of the Superintendent of Foreign Mails, the necessary post- king and rating stamps, and other office supplies, for the use of the ited States clerks in sea post-offices; and the Second Assistant Post- ster-General will likewise furnish the necessary canvas sacks for ging the mails for United States distribution.

6. Instructions respecting the treatment of registered articles, the plies of postage stamps, and the necessary forms for registration, l be issued through the Third Assistant Postmaster-General; and tructions upon all other subjects, through the Superintendent of reign Mails.

CHAPTER NINETEEN.

FREE-DELIVERY SERVICE.

Sec. 591. Letter-Carrier Post-Offices.—That letter-carriers shall be employed for the free delivery of mail matter, as frequently as the public business may require, at every incorporated city, village, or borough containing a population of 50,000 within its corporate limits, and may be so employed at every place containing a population of not less than 10,000 within its corporate limits, according to the last general census taken by authority of State or United States law, or at any post-office which produced a gross revenue for the preceding fiscal year of not less than $10,000: *Provided*, This act shall not affect the existence of the free delivery in places where it is now established: *And provided further*, That in offices where the free delivery shall be established under the provisions of this act such free delivery shall not be abolished by reason of decrease below 10,000 in population or $10,000 in gross postal revenue, except in the discretion of the Postmaster-General. (Act of January 3, 1887, § 1, 24 Stats., 355.)

Sec. 592. Applications for Service and Additional Carriers.—Application for the establishment of the carrier system must be made to the Postmaster-General, through the Superintendent of Free Delivery, and must state the name of the post-office, the population of the city, village, or borough, according to the last general census, taken by authority of State or United States law, the gross revenue of the post-office for the preceding fiscal year, the condition of the sidewalks, whether the names of the streets and numbers of the houses are posted up, and the city properly lighted. The application may be made by the postmaster, by petitition of citizens, or by the municipal authorities. Application for additional carriers must be made by the postmaster to the First Assistant Postmaster-General, Free-Delivery Division.

Sec. 593. Districting of Cities.—Cities must be so districted as to secure the full, equal, and most advantageous employment of the carriers, and the earliest practicable delivery and collection of the mails. The outside boundary of the carrier delivery and the number of delivery and collection trips will be fixed at the time of establishing the service, and must not be changed except by authority of the Department.

The routes shall be so arranged that no carrier will be required to work more than eight hours per day.

Sec. 594. Prompt and Frequent Deliveries Required.—The number of daily delivery and collection trips by carriers must not be reduced without the authorization of the Department. Letters must be frequently and promptly delivered by the carriers, so that citizens may have no inducement to call at the post-office; and the local addresses of those receiving mail through the general delivery should be secured, and their mail

delivered by carriers to the greatest practicable extent. When a carrier can not take his entire mail out on one trip he must give preference to matter of the first class. Citizens supplied by carriers should be requested to provide receiving boxes at their houses and places of business.

Sec. 595. Limited Sale of Stamps by Carriers.—Postmasters may permit carriers to sell postage stamps or stamped envelopes in limited quantities; but their deliveries or collections must not be delayed in making change.

Sec. 596. Postmasters to Supervise Carrier Service.—Postmasters will supervise their carrier service, and are specially enjoined—

1. To see that superintendents, carriers, and clerks connected with this service are fully informed as to their responsibilities and duties.

2. In cities where postal stations are established, to require the mails from the post-office to the stations and return to be conveyed with the greatest practicable dispatch, and by the most expeditious routes.

3. To frequently visit the stations and see that the regulations are there observed, and proper order and discipline maintained.

4. To issue all necessary orders and instructions necessary to carry out the regulations and promote the efficiency of the service.

5. To reprimand the carriers for irregularities or report them for removal to the First Assistant Postmaster-General, as the nature of the offense may require.

MAILING OR RECEIVING BOXES.

Sec. 597. Establishment of Street-Mailing Boxes.—The Postmaster-General may establish, in places where letter-carriers are employed, and in other places where, in his judgment, the public convenience requires it, receiving boxes for the deposit of mail matter, and shall cause the matter deposited therein to be collected as often as public convenience may require. (R. S., § 3868.)

Provided, That no boxes for the collection of mail matter by carriers shall be placed inside of any building except a public building, or a building which is freely open to the public during business hours, or a railroad station. (Act of March 3, 1887, 24 Stats., 569.)

Sec. 598. Regulations respecting Mailing Boxes.—

1. A list of them, giving number and location, must be kept in the post-office.

2. They must be kept in repair and in neat condition.

3. Application for repainting and repair, when necessary, should state the lowest terms per box and number of boxes, and be addressed to the First Assistant Postmaster-General, Free Delivery Division.

4. Carriers must inform the postmaster of the condition of the boxes and their locks, chains, and keys, and promptly report any injuries thereto.

5. When a box opens with difficulty, the key should be tested on a good lock to ascertain whether the defect is in the key or lock.

6. Defective locks and keys should be promptly returned to the Second Assistant Postmaster-General, with an application for new ones to replace them.

7. Report of the loss of a key, giving number, name of carrier, and full statement of the facts attending the loss, should be made to the First Assistant Postmaster-General, Free-Delivery Division, and application should be made at the same time to the Second Assistant Postmaster-General for another key.

8. No attempt should ever be made to repair, alter, or tamper with a key to the street letter boxes. Every carrier, while in possession of the key, must be required to keep the same securely attached to his person by its chain, and he must be held to a strict account for its proper use and safety. This key must never be handled nor examined by any person not authorized to use it, and should be turned in by the carrier every day to the proper person in the post-office as soon as his duties of the day requiring him to use it shall have been performed; the same key to be returned to him daily, or whenever his duties shall require its use again.

9. Broken street letter boxes and worn-out carrier satchels should, as far as practicable, be utilized by using the good parts of some to repair others, the remaining portions to be sold and the proceeds debited in the quarterly postal account; report to be also made to the First Assistant Postmaster-General, Free-Delivery Division.

10. Postmasters must arrange with the police authorities of their several cities for the arrest of all unauthorized persons found tampering with or collecting from the street mailing boxes; also, of all persons wearing the carriers' uniform (including the carriers) found tampering with or collecting from the boxes at others than the usual and regular collection rounds, of the hours of which the police authorities must be kept informed.

As to punishment for malicious injury to letter boxes or matter therein, see sections 1423 and 1424.

CARRIERS, THEIR APPOINTMENT, PROMOTION, LEAVES, ETC.

Sec. 599. Classification and Salaries of Carriers.—That there may be in all cities which contain a population of 75,000 or more three classes of letter-carriers, as follows: Carriers of the first class, whose salaries shall be $1,000 per annum; of the second class, whose salaries shall be $800 per annum; and of the third class, whose salaries shall be $600 per annum. (Act of January 3, 1887, § 2, 24 Stats., 355.)

That in places containing a population of less than 75,000 there may be two classes of letter-carriers, as follows: Carriers of the second class, whose salaries shall be $850 per annum, and of the third class, whose salaries shall be $600 per annum. (Id., § 3.)

Sec. 600. Number to be Limited.—It shall be the duty of the Postmaster-General to carefully inquire into the number of carriers employed in

the several cities where the free delivery of mail matter is established, and to reduce the number of carriers and the number of deliveries of the mails by such carriers for each day to the reasonable requirements of the public service. (Act of March 3, 1877, 19 Stats., 384.)

Sec. 601. Appointments and Promotions.—Appointments of letter-carriers in cities having two or more classes shall be made to the class having the minimum rate of pay, and promotions from the lower grades in said cities shall be made to the next higher grade at the expiration of one year's service, on certificate of the postmaster to the efficiency and faithfulness of the candidate during the preceding year. (Act of August 2, 1882, 22 Stats., 185.)

Sec. 602. Applications for Appointment, etc.—Letter-carriers are appointed by the Postmaster-General on the nomination and recommendation of the postmaster. The following regulations will be observed as to character, qualifications, application, etc.

1. Only citizens of the United States will be appointed.

2. Carriers can be appointed only after they have satisfactorily passed a competitive examination under the civil-service rules and otherwise complied with their requirements.

3. Applications for examination for the eligible list must be made upon a blank form prescribed by the Civil Service Commission, and furnished, upon request, by the examining board therefor, and when properly filled out must be returned to them. It is needless to seek the aid of a member of Congress, or other influential person, to secure an application or an examination. Notice, in writing, of the next examination, specifying the place, date, and hour, will be given all applicants.

4. All applicants for examination for appointment as letter-carriers must be at least 21 years of age and not over 40, but this limitation does not apply to persons honorably discharged from the military and naval service of the country, by reason of disability resulting from wounds or sickness incurred in the line of duty, provided they possess the capacity necessary for the proper discharge of the duties of the office.

Sec. 603. Bonds and Oaths.—Every letter-carrier shall give bonds with sureties, to be approved by the Postmaster-General, for the safe custody and delivery of all mail matter, and the faithful account and payment of all money received by him. (R. S., § 3870.) He must also take the oath prescribed in section 35. Blank bonds and oaths for carriers and substitutes will be furnished by the Department, with notice of their appointment to the postmaster, who will take care that they are correctly and promptly executed and returned. He will also require carriers and substitutes to furnish new bonds whenever, from any cause, the sureties have become insufficient, and will forward all bonds and oaths to the First Assistant Postmaster-General, Free Delivery Division. And every carrier must promptly inform the postmaster, on pain

of dismissal, of the occurrence of any event or change of condition affecting unfavorably the responsibility of his sureties.

Sec. 604. Substitute Carriers.—That the Postmaster-General be, and he hereby is, authorized to appoint one or more substitute letter-carriers, whose compensation shall be $1 per annum and the pro rata compensation of the carriers whose routes they may be required to serve. (Act of August 2, 1882, 22 Stats., 185.) See also section 180.

A claim for the compensation of the $1 per annum to substitute letter-carriers, authorized by the preceding act, should be made before the close of each fiscal year.

That all letter-carriers at free-delivery offices shall be entitled to leave of absence, not to exceed fifteen days in each year, without loss of pay; and the Postmaster-General is hereby authorized to employ, when necessary, during the time such leave of absence is granted, such number of substitute letter-carriers as may be deemed advisable, who shall be paid for services rendered at the rate of $600 per annum. (Act of June 27, 1884, 23 Stat., 60.)

Sec. 605. Vacancies.—A vacancy should be promptly filled by the postmaster by the assignment to the vacant route of the senior substitute carrier, and he should immediately forward the nomination of the same, on the usual blank, to the First Assistant Postmaster-General, Free-Delivery Division. A postmaster must not employ his substitutes as temporary carriers without special authority.

Sec. 606. Promotions.—Promotions from the lower grade to the next higher may be made at the expiration of one year's service, on the certificate of the postmaster to the efficiency and faithfulness of the candidate during the preceding year. (See section 601.)

Sec. 607. Leaves of Absence.—That all letter-carriers at free-delivery offices shall be entitled to leave of absence, not to exceed fifteen days in each year, without loss of pay. (Act of June 27, 1884, 23 Stats., 60.)

The words "each year" in the preceding paragraph mean each fiscal year (July 1 to June 30, inclusive), and carriers in the service on the 1st day of July are entitled to receive their fifteen days' vacation at any time during the year when the postmaster can best spare them. Carriers entering the service after the 1st day of July are entitled to a pro rata leave of absence during the fiscal year, equal to one and a quarter days for each month of service.

Postmasters may grant leave of absence without pay to carriers (in excess of the fifteen days to which they are entitled without loss of pay) in cases of illness, disability received in the service, or other urgent necessity, to continue only during the urgency of the case, provided it shall in no instance exceed thirty days. For a longer time, application, setting forth all the circumstances, must be made to the First Assistant Postmater-General, Free-Delivery Division.

Sec. 608. Absence Without Leave.—A carrier absenting himself without leave will forfeit his pay during the time of such absence, and will be

reprimanded by the postmaster, or reported to the First Assistant Postmaster General, Free-Delivery Division for removal, as the circumstances may require.

Sec. 609. Behavior of Carriers.—Carriers are enjoined, while on duty—

1. To be civil, prompt, and obliging to all with whom they have intercourse.

2. To attend quietly and diligently to duty, and, under no circumstances, to loiter on their routes.

3. To refrain from stopping to converse, loud talking, controversy, profane language, singing, whistling, and smoking in the office or on their routes.

4. To refrain from drinking intoxicating liquors; and any carrier intoxicated on duty will at once be suspended, his route supplied by a substitute, the case reported for removal, and his successor nominated. No carrier will be retained in the service who is addicted to intemperance.

They are also forbidden to solicit, in person or through others, contributions of money, gifts, or presents; to issue addresses, complimentary cards, prints, publications, or any substitute therefor, intended or calculated to induce the public to make them gifts or presents; to sell tickets on their routes to theaters, concerts, balls, fairs, picnics, excursions, or places of amusement or entertainments of any kind; to borrow money on their routes, or to contract debts which they have no reasonable prospect of being able to pay.

Sec. 610. Reprimand, Suspension, and Removal.—The due performance of their duty by carriers, and the observance of law, regulations, and orders prescribed for their conduct, will be enforced by reprimand for slight offenses; by suspension with loss of pay for more serious ones, not, however, to exceed thirty days; and by suspension and recommendations for removal for grave offenses, or persistent disregard of the rules herein prescribed or of the orders of the postmaster not inconsistent herewith. In all other cases of recommendation for removal, carriers should not be suspended, but postmasters should await the action of the Department. Postmasters can not appoint, reinstate, promote, or remove carriers, but must, in every case, make their recommendations to the Department and await its action.

CARRIERS' UNIFORMS.

Sec. 611. Carrier's Uniform, and Penalty for Wearing it Unlawfully.—The Postmaster-General may prescribe a uniform dress to be worn by letter-carriers, and any person not connected with the letter-carrier branch of the postal service who shall wear the uniform which may be prescribed shall, for every such offense, be punishable by a fine of not more than one hundred dollars, or by imprisonment for not more than six months, or both. (R. S., § 3867.)

The uniform dress prescribed is to be invariably worn while viz:

FOR WINTER WEAR.

Coat.—A double-breasted, square corner, sack coat with la made of bluish mixed cadet gray, terminating two-thirds the from the top of the hip bone to the knee, with a pocket at and one on the left breast, all outside, with flaps 2¾ to 3 inc with length to suit height of wearer, say 6½ to 7 inches; c piped with best grade mohair braid, 1$\frac{1}{16}$ inch projecting, to be between edges; ten brass buttons with the designs of this De (letter-carrier in uniform with mail bag on shoulder and lett lifted hand, or present design with letters "P. O. D." beneath), front to button to the neck, and cord piping around the s inches from the bottom, to correspond with piping on the e circular buttons (vest size) on sleeve of coat, equi-distant be on sleeve; on right shoulder a brass hook 1½ inches long wide, to be 2 inches above sleeve seam, to retain strap of in its position; coat to be lined with a light color all wool fla

Pants.—Of same material and color of coat, with fine bla cloth piping ¼-inch wide down the outside seam. Side and pockets, to be made of strong, durable material.

Vest.—A single-breasted vest of same material and color as pants, with seven circular brass buttons (vest size) with t "P. O. D." upon the face. Four pockets on outside, two on b two at waist, and one on inside.

Overcoat or cape.—A reversible cape (detached from the co ng to the cuff of the coat sleeve when the arm is extended, of material and color on one side, and gutta-percha cloth on the o with five buttons, the same as on the coat, down the front, a entirely round with black mohair piping; or an overcoat of material and color, trimmed to correspond with the coat, with buttons, of the same size and design as the coat button, down It shall not be obligatory on the carriers to wear either, but additional covering is needed the postmaster of each city wi in accordance with the wishes of a majority of the carriers, w shall wear, as both must not be worn in the same city.

FOR SUMMER WEAR.

Coat.—Single-breasted, straight-front sack, with square cor lined, of bluish-gray flannel, same color as winter material, ing two-thirds distance from top of hipbone to knee, with la dium roll) made to button over the breast, three pockets outs flaps, one on each side and one on left breast. Coat to be bo black mohair piping, 1-16 inch projection, and five buttons do four buttons to button, and one at top under lapel of coat,

brass hook 1½ inch long and three-fourths inch wide on right shoulder, 2 inches above sleeve seam, to retain strap of mail bag in its position. Coat to be one-half lined with good quality of Italian cloth.

Pants.—Same material and color as coat, with black cloth cord one-fourth inch wide down the outside seam. Side and two hip pockets to be made of strong and durable material.

Vest.—Same material and color as coat and pants, piped same as coat, with collar cut to open same height as coat, and five regulation buttons down front. Vest may be omitted in summer.

All garments must be sewed with pure dye sewing silk, and the garments are to be finished in a proper and workmanlike manner, and goods thoroughly shrunk.

Hat.—Uniform straw hat, cap, or helmet.

Sec. 612. Carriers to be Numbered.—Carriers must be designated by number, and nickel-plated figures nine-sixteenths of an inch in length, surmounted by a metallic wreath, to be worn on the hat, cap, or helmet, the material, design, and pattern to be uniform at all offices, must be regarded as a part of the carrier's uniform, and worn accordingly, both winter and summer.

Sec. 613. Carriers to Provide their Uniforms, Inspection thereof.—Letter-carriers and substitutes must procure uniforms at their own expense; but the postmaster is expected to advise and assist them in obtaining well-fitting suits of the best material and at the best terms practicable in conformity with the specifications in section 611.

Postmasters at free-delivery offices will cause a careful inspection of carriers' uniforms to be made as often as twice a year before ordering new ones, and will not require a new suit or any article of it to be procured when that in use may be found to be in reasonably good condition or capable of repair for longer service. When proper he may require new uniforms or parts thereof to be procured by any carrier, and that carriers shall appear at all times as neat and tidy as their service will permit.

General Duties of Carriers.

Sec. 614. Duties Generally.—Carriers shall be employed in the delivery and collection of mail matter and in routing their mail after it has been separated from other carriers' mail and placed in each particular letter-carrier's box by the clerical force of the office; in receipting for registered matter; searching directory; posting their route books, and such carriers'-window service *after* the last delivery as may be necessary; but must not be employed as timekeepers, clerks, or stampers, or in separating or assorting mail matter. The delivery and collection by letter-carriers must be frequently tested, at irregular intervals, to determine their efficiency.

Sec. 615. Delivery of Matter.—The mails must be assorted and the carriers started on their first daily trip as early as practicable. They

must proceed to their routes with expedition and by the most direct way. A schedule of the order of delivery of each route should be made in a legible hand by names of streets and numbers of houses, and the mail delivered according to such schedule. Mail matter directed to box numbers must be delivered through the boxes. Mail matter addressed to street and number must be delivered by carriers, unless otherwise directed. Mail matter addressed neither to a box-holder or to a street and number must be delivered by carrier if its address is known or can be ascertained from the city directory; otherwise, at the general delivery.

Sec. 616. Care in Delivery of Mail.—Carriers will exercise great care in the delivery of mail to the persons for whom it is intended, or to some one known to them to be authorized to receive it. They will, in case of doubt, make respectful inquiry with the view to ascertain the owner. Failing in this they will return the mail to the office, to be disposed of as the postmaster may direct.

Sec. 617. To Collect Postage Due.—Carriers are required to collect and promptly return to the postmaster all postage due on any matter entrusted to them for delivery as indicated by the postage-due stamps thereon. Under no circumstances will they deliver such mail matter until the postage due is paid.

AS TO PENALTY FOR FAILING TO ACCOUNT FOR AND PAY SUCH POSTAGE DUE, see section 513.

Sec. 618. Directory to be Used to Ascertain Addresses.—Where a directory is published, it must be used when necessary to ascertain the address of persons to whom letters are directed, and it should also be used in the case of transient newspapers and other matter of the third and fourth classes, where the error in or omission of street address is evidently the result of ignorance or inadvertence; but when circulars, printed postal cards, or other matter, except letters, shall arrive at any post-office in large quantities, apparently all sent by the same person or firm, and from which the street addresses have been purposely omitted, the directory need not be used to supply such omission, and all of such circulars, etc., which can not readily be delivered through boxes or by carriers, shall be sent to the general delivery to await call.

Sec. 619. Rules Respecting Delivery.—Carriers are forbidden—

1. To deliver mail matter in the street, even to the owner, unless he be personally known, and the delivery can be made without unreasonable delay.

2. To deliver mail matter in boxes or other receptacles at premises not occupied in whole or in part by the addressees, except by the special order of the postmaster.

3. To throw mail matter into windows or halls, unless specially instructed to do so; but they must ring the bell and wait a reasonable time for an answer, and deliver to some one of the household in the habit of receiving it.

4. To enter any house while on their trips, except in the discharge of their official duties.

5. To stop for their meals while on their trips.

6. To deliver any mailable matter which has not passed through the post-office or station with which they are connected.

7. To exhibit any mail matter intrusted to them (except on the order of the postmaster or some one authorized to act for him) to persons other than those addressed.

8. To deviate from their respective routes.

9. To carry letters for delivery in their pockets.

10. To engage in any business not connected with this service during their hours of business.

11. To throw away or improperly dispose of mail matter, however trifling or unimportant it may appear to them.

12. To remove stamps from mail matter of any class whatever, intrusted to them for delivery or collected by them for mailing.

Sec. 620. **Mounted Carriers; their Duties.**—Mounted carriers are permitted to make arrangements with the patrons on their routes to respond to their call and receive their mail at the sidewalk, but if the patrons insist on having it delivered at their doors the carriers are required to dismount and so deliver it.

For REGULATIONS AS TO DELIVERY OF REGISTERED MATTER by Carriers, see sections 1111, 1112, and 1116.

Sec. 621. **To Return Undelivered Mail, Satchels, and Keys to the Office at Night.**—After the last daily delivery the carriers must return their satchels, keys, and all mail matter they can not deliver, to the post-office or station with which they are connected. Postmasters may permit carriers to take keys, and satchels home with them at night in cases where it is necssary to expedite an early morning collection.

Sec. 622. **Improperly Addressed Mail Matter Not to be Delivered.**—Letters and packages addressed to fictitious persons or firms, to initials, or to no particular person or firm, should not be delivered by carriers unless directed to a designated place, street, and number, or to the care of a certain person or firm, or other certain place of delivery. (See section 531.)

Sec. 623. **Packages too Large for Delivery; how Disposed of.**—Packages too large for delivery by carriers, when unregistered, will be retained by the postmaster in the post-office, and addresses notified by a printed notice by mail to call at the post-office for them. The exact dimensions or weight of a package too large or heavy for delivery by carriers are not fixed, but it is left to the discretion of the postmaster to determine, by the mail of the carrier, the distance of his route, etc., whether a package is too large or too heavy for delivery.

Sec. 624. **Delivery at Houses where Vicious Dogs are Kept.**—Carriers are not required to run the risk of being bitten by vicious dogs in delivering mail matter. Persons keeping such dogs must call at the post-

office for their mail, or, if they wish it delivered at their houses, must render it safe for the carrier to approach their premises.

Sec. 625. Transient or "To-be-Called-for" Letters; how Treated.—Letters having as a part of their address the words "Transient," "To be called for," or other words indicating that they are intended for transient persons, must be sent to the general delivery, to be delivered on application after proper identification. Letters so directed must not be delivered by letter-carriers, unless on an order from the party addressed. Other letters without street and number, or box number, shall be considered as transient, and sent to the general delivery, unless addressed to some person, or to the care of some person, whose address is known to the distributing clerks or to the carriers. While trial search by directory or otherwise is being made, the letter must be subject to inquiry and delivery through the general delivery, and should not be delayed by the carrier taking it from the post-office.

Sec. 626. Collection of Mail Matter from Receiving Boxes.—Letter carriers collecting mail matter from receiving boxes are required to give the preference to first-class matter when they are not able to carry to the post-office all the contents of the boxes upon their routes. Papers found upon the outside of boxes should be taken to the post-office for mailing, if after emptying the box the carriers are able to do so and the papers are properly wrapped, addressed, and postage prepaid.

Sec. 627. To Receive Letters for Mailing.—Carriers are required, while on their rounds, to receive all letters prepaid by postage stamps that may be handed to them for mailing, but are forbidden to delay their deliveries by waiting for such letters, or to receive money to pay postage on letters handed them for mailing. They should also receive other small articles of mailable matter properly prepaid, but are not required to receive packages cumbersome on account of size, shape, or weight, especially when it would interfere with their regular box collections or delivery.

Sec. 628. Not to Return Deposited Letters.—Carriers are forbidden, under any circumstances, to return to any person whatever letters deposited in the street mailing boxes, but must take them to the post-office, where the person desiring the return of a letter claimed by him may make application for it to the postmaster. (See section 487 *et seq.*)

Sec. 629. No Fee or Extra Postage to be Charged.—No extra postage or carriers' fee shall be charged or collected upon any mail matter collected or delivered by carriers. (R. S., § 3873.)

As to EXEMPTION OF LETTER CARRIERS from militia duty, see section 666.

MISCELLANEOUS.

Sec. 630. Postmasters to Report Operations.—Postmasters must forward a report of the operations of the carrier system, as early after the close of each month as practicable, to the First Assistant Postmaster-General,

ree-Delivery Division. The blanks furnished for this purpose must e used.

Sec. 631. Supplies for Letter-Carrier Post-Offices.—Street mailing boxes, arriers' satchels, blank bonds, oaths, and nomination blanks for carriers and substitutes, collection time cards, and carriers' furniture, when ot otherwise provided, will be furnished on application to the First ssistant Postmaster-General (Division of Free Delivery); blank books nd forms, on application to the First Assistant Postmaster-General, ivision of Post-Office Supplies; locks and keys for street mailing oxes, on application to the Second Assistant Postmaster-General.

As to Payment of Letter-Carriers, and Accounts at Letter-Carrier Offices, see sections 180, 206, 207.

Contracts for free-delivery supplies may be made for four years. (See Statutes at Large, Vol. 25, chap. 374, p. 844.)

Sec. 632. Experimental Free-Delivery Offices.—The offices *known as experimental free-delivery* offices were made such by order of the Postmaster-General under a joint resolution of Congress approved October 1, 1890, and are not included in the list of post-offices placed under the classified service by the order of the President of January 6, 1893, extending the civil-service rules to all free-delivery offices.

In these *experimental* offices there are no limitations as to age of carriers, and it is not required that carriers at these experimental offices shall be appointed by the Postmaster-General or be uniformed. Postmasters are required to make monthly return of amount of mail handled by carriers at these offices; and other differences exist between these and the regular free-delivery offices.

CHAPTER TWENTY.

THE SPECIAL-DELIVERY SERVICE.

Sec. 633. First Act of Authorization.—A special stamp of the face valuation of ten cents may be provided and issued, whenever deemed advisable or expedient, in such form and bearing such device as may meet the approval of the Postmaster-General, which, when attached to a letter in addition to the lawful postage thereon, the delivery of which is to be at a free-delivery office or at any city, town, or village containing a population of four thousand or over, according to the Federal census, shall be regarded as entitling such letter to immediate delivery within the carrier limit of any free-delivery office which may be designated by the Postmaster-General as a special-delivery office or within one mile of the post-office at any other office coming within the provisions of this section which may in like manner be designated as a special-delivery office. (Act of March 3, 1885, § 3, 23 Stats., 387.)

That such specially stamped letters shall be delivered from 7 o'clock ante meridian up to 12 o'clock midnight at offices designated by the Postmaster-General under section 3 of this act. (Id., § 4.)

That, to provide for the immediate delivery of letters bearing the special stamp, the postmaster at any office which may come within the provisions of this act may, with the approval of the Postmaster-General, employ such person or persons as may actually be required for such service, who, upon the delivery of such letter, will procure a receipt from the party addressed, or some one authorized to receive it, in a book to be furnished for the purpose, which shall, when not in use, be kept in the post-office, and at all times subject to examination by an inspector of the Department. (Id., § 5.)

That to provide for the payment of such persons as may be employed for this service, the postmaster at any office designated by section 3 of this act shall keep a record of the number of letters received at such office bearing such special stamp, which number shall correspond with the number entered in the receipt books heretofore specified; and at the end of each month he may pay to such person or persons employed a sum not exceeding 80 per centum of the face value of all such stamps received and recorded during that month: *Provided*, That in no case shall the compensation so paid to any one person exceed $30 per month: *And provided further*, That nothing in this act shall in any way interfere with the prompt delivery of letters as now provided by law or regulation of the Post-Office Department. (Id., § 6.)

Sec. 634. Act Extending to All Mail Matter at All Offices.—That every article of mailable matter upon which the special stamp provided for by section 3 of the act of Congress approved March 3, 1885, entitled "An act making appropriations for the service of the Post-Office Department for the fiscal year ending June thirtieth, eighteen hundred and eighty-six, and for other purposes," shall be duly affixed, shall be entitled to immediate delivery, according to said act, within the carrier-delivery limit of any free delivery office, and within 1 mile of any other post-office which the Postmaster-General shall at any time designate as a special-delivery post-office. The postmaster shall be responsible for such immediate delivery of every such article, and shall cause delivery to be made of all such articles received at his office bearing such stamp and entitled to delivery thereat, and may employ any persons, including clerks and assistants, at third and fourth class offices, as messengers, on such terms as he shall fix as compensation for such delivery; and to defray the expense thereof, such postmaster shall be entitled, upon the adjustment of his quarterly account, to 80 per cent of the face value of all such special-delivery stamps received at his office and recorded, according to said act and regulations of the Post-Office Department, during the quarter; and such allowance shall be in full of all the expenses of such delivery: *Provided*, That the Postmaster-General may, in his discretion, direct any free-delivery office to be excepted

ne foregoing provisions, and require the delivery to be made
y by special messengers, according to the provisions of the act to
this is amendatory: *And provided further*, That he may contract
i immediate delivery of all articles from any post-office, at any
less than 8 cents per piece, when he shall deem it expedient.
f August 4, 1886, § 1, 24 Stats., 220.)

; the Postmaster-General shall prescribe suitable regulations, not
istent with the law, for the performance of the immediate-deliv-
rvice, the keeping of the records and rendering of accounts
f, and all matters connected therewith, and may prescribe the
within which such immediate delivery shall be made at any post-
(*Id.*, § 2.)

t any postmaster, or any assistant postmaster, clerk, or employé
ıstmaster, who shall make any false return or record of the re-
ır delivery of any article of mailable matter as being stamped
special-delivery stamp, or shall make any false return of the num-
' articles specially delivered from his office, for the purpose of
sing his compensation under the provisions of this act, shall be
d guility of a misdemeanor, and, on conviction thereof, shall be
ıot less than $100 nor more than $500, or imprisoned for a term
less than thirty days nor more than one year, or both such fine
ıprisonment, at the discretion of the court; and whenever, upon
ıce deemed satisfactory to him, the Postmaster-General shall de-
ıe that any such false return has been made, he may, by order,
solutely the compensation of the postmaster for such special
ry during any quarter or quarters which he shall deem affected by
alse return, and the Auditor shall adjust the postmaster's account
lingly. (*Id.*, § 3.)

t any person employed to make immediate delivery of letters or
mail matter under the provisions of this act, or the act of which
me is amendatory, shall be deemed an employé of the postal serv-
hether he may have been sworn or not, or temporarily or perma-
employed, and as such employé shall be liable to any penalties
ıishments provided by law for the improper detention, delay, se-
ı, rifling, embezzlement, purloining, or destruction of any letter or
article of mail matter, or the contents thereof, intrusted to him
livery or placed in his custody. (Id., § 4).

t section 3, chapter 342, of the act of Congress approved March
ıo Domini 1885, be, and the same is hereby, amended by adding
l section the following proviso:

'ıided, *however*, that the omission by the sender to place the law-
ɔstage upon a letter bearing such special-delivery stamps and
wise entitled to immediate delivery under the provisions of
ection shall not hinder or delay the transmission and delivery
of as provided herein, but such lawful postage shall be collected
its delivery, in the manner now provided by law, for the collection

of deficient postage resulting from the overweight of letters. (Act of January 16, 1889.)

Sec. 635. All Post-Offices Designated as Special-Delivery Offices.—Every post-office in the United States and Territories and the District of Columbia now established, and which shall be established while the acts providing for special-delivery service remain, is designated as a special-delivery office, and will be governed by said acts and the orders and regulations thereunder.

SPECIAL-DELIVERY STAMPS.

Sec. 636. Description of the Special-Delivery Stamps.—The following is a description of the special-delivery stamp now in use:

A line engraving on steel, oblong in form; dimensions, $\frac{13}{16}$ by $1\frac{1}{16}$ inches; color, dark blue. Design: On the left an arched panel bearing the figure of a mail-messenger boy running, and surmounted by the words, "United States;" on the right an oblong tablet, ornamented with a wreath of oak and laurel surrounding the words "Secures immediate delivery at any post-office." Across the top of the tablet is the legend "SPECIAL POSTAL DELIVERY," and at the bottom the words "TEN CENTS," separated by a small shield bearing the numeral "10."

The issue of these stamps prior to 1886 bears the words "Secures immediate delivery at a special-delivery office," and this issue now entitles the letter or package bearing it to immediate delivery at any post-office.

Sec. 637. How Supplied.—Suitable supplies of the special-delivery stamps will be sent to any post-office in the country which may make requisition for them, and when received they are to be taken up by the postmaster in his postal account and accounted for quarterly in the same manner as postage stamps are accounted for. All offices should be supplied with these stamps. Requisitions must be made upon the office of the Third Assistant Postmaster-General (Stamp Division). The usual form of stamp requisition, which now contains an item covering special-delivery stamps, should be used for this purpose.

Sec. 638. How Sold and Used.—Special-delivery stamps are to be sold by postmasters in any required amount, and to any person who may apply for them, but they can be used only for the purpose of securing the immediate delivery of matter. Under no circumstances are they to be used in the payment of postages of any description or of the registry fee, nor can any other stamps than the special-delivery stamp be employed to secure special delivery.

The special-delivery stamp must be in addition to the lawful postage, and any article of matter other than that of the first class, the postage on which has not been fully prepaid, in accordance with the law and the regulations, must be treated as held for postage, even though bearing a special-delivery stamp.

First-class matter, bearing only a special-delivery stamp, or a special-delivery stamp and an insufficient amount of postage stamps to pay the legal postage, must be rated up with the amount of deficient postage, and transmitted at once to the office of destination, where the postage must be collected, by means of postage-due stamps, in the same manner as other deficient postage is collected. This rule applies to local special-delivery matter, as well as to that which is to be transmitted from one post-office to another. Double postage should not be charged on special-delivery letters mailed without any prepayment of postage. Only the amount of the deficient postage should be collected.

Sec. 639. How Canceled.—The special-delivery stamps must be effectually canceled at the office of mailing in the same way as ordinary postage stamps are canceled.

No commissions are allowed on cancellations of special-delivery stamps.

REGULATIONS FOR FREE-DELIVERY OFFICES.

Sec. 640. Employment of Special-Delivery Messengers at Free-Delivery Offices.—At free-delivery offices, where no contract shall have been made by the Postmaster-General, as authorized in section 634, for the immediate delivery of articles, the postmasters will from time to time employ as many messenger boys, at their respective offices, as in their judgment will be necessary to secure the prompt delivery of special-delivery letters and packages, observing that, aside from drop letters, their services will be necessary only for a brief time after the arrival of any mail, which in many offices will be but for a portion of the day, and that a proper force must be ready for all mails arriving between 7 a. m. and 11 p. m., and for all drop letters requiring special delivery. The number of messengers necessary, and arrangements for their attendance and service, may vary at different offices to such an extent that minute instructions can not be laid down; but it must be by experience and careful observation only that they can correctly adjust the force and methods at their offices. It will probably be best to arrange the messengers in tours of duty, assigning appropriate hours to each, so that a suitable force may be on hand to secure immediate delivery at all times within the prescribed hours of the day.

Each messenger, before he enters into service, must take the oath prescribed by law (section 35), on the blank furnished. None but reputable, active, and intelligent boys should be employed, and they should in no case be under 13 years of age. Substitute letter-carriers, when not on duty in place of regular carriers, may be employed as messengers in the special delivery, and receive the same compensation as other messengers; provided that such employment will not interfere with the work of the free-delivery or the special-delivery service.

Sec. 641. Messengers need not be Uniformed.—Messengers need not be uniformed, except in such special cases as may be ordered, but should

all be decently and comfortably clad. Substitute letter-carriers, employed as messengers for special delivery, may wear their c uniforms.

Sec. 642. Behavior of Messengers.—A special place will be provi the post-office for the accommodation of the messengers, and, if ticable, it should be so arranged as to prevent their access to parts of the office, and to mail matter other than that in which th immediately concerned. Orderly conduct of the messengers wh their trips should be strictly enforced. The necessity of good beh in the streets when making deliveries or returning should be enj and postmasters should give strict attention to their conduct gene and no one should be retained who is not diligent, faithful, court and well-behaved.

Sec. 643. Postmasters to Require Efficient Service.—Postmasters s take pains to secure the greatest service from each messenger fai be required; to employ no more than shall be actually necessary; to prevent any combination or arrangements between the messe with a view to securing division of the total permissible compens of the month. They should, by distribution of work and allotme hours of duty, equalize as far as practicable the compensation o messengers. To this end, a messenger should not always be assi to duty during the same periods of each day; but alternations shou made daily, or less frequently, whereby a messenger employed d the busy hours of one day may be assigned to the duller hours o other day. So, too, changes should be made in assignments to duty, it being the aim to distribute the burdens as well as the com sations impartially among the messengers, so far as the same c done without detriment to the service. No car fare or other incid expenses can in any case be allowed to any messenger.

Sec. 644. Delivery Books: how Kept.—Each messenger will be vided with a delivery book (a supply of which will be furnished b Department) in which will be entered the number and addre each letter, and the date and hour of its receipt by the messenger any balance of postage due, stamps for which must be affixed t letter, and the messenger will collect the amount of such postag before delivery. Blank spaces will also be provided for the sign of the person to whom the letter is delivered. The books will b tained in the post-office when not in use by the messengers, and the use has been discontinued for any reason they must be car preserved in the post-office, subject to call by the Department. messengers should be required to promptly return the book to the after every tour.

Sec. 645. Payment of Messengers to be made at end of Each Cal Month.—Compensation of messengers employed can be made only the end of each calendar month. When the month has expired postmaster will compare the total amount of special delivery stam

tters specially delivered from his office as herein directed during month; and 80 per cent thereof may be applied, if necessary, he payment of the messengers who made such deliveries. This e utmost limit of the appropriation for messengers' compensation. essengers should be employed with the understanding that they l receive the full 8 cents per letter actually delivered, not exceed- $30 during any one month. But where the business may be rea- ibly expected, or shall prove, sufficient at any office to warrant it, postmaster may employ his messengers at a less rate per letter, or the hour (at not exceeding 12½ cents per hour, calculating eight rs' service per day), or by the month, being certain not to exceed total permissible allowance.

c. 646. **Payments to Special-Delivery Messengers; how Receipted For,** —In settling with the messengers at the close of each month, post- ters will take receipts from each one, on a regular pay roll, showing name of the messenger, the number of letters delivered by him as rtained by the messenger's book and postmaster's record, and the unt paid; and the aggregate of the pay roll must not exceed 80 cent of the total value of the special-delivery stamps on letters ac- lly delivered during the month. The pay roll will be in duplicate, copy to be retained by the postmaster and one to be sent to the litor with the quarterly postal account. (See sec. 179.)

c. 647. **Measures to be Taken When Messenger Fails to Deliver.**— en an attempt by messenger to make immediate delivery of special- very matter fails because of there being no person at the place of ress authorized to receive it, and the matter is therefore brought k to the post-office, the messenger should leave at the place of ress, if practicable, blank form No. 3955, properly filled out, inform- the addressee that attempt at delivery has been made, and that matter can be obtained by calling at the office for it prior to the t delivery by carrier. If thought advisable, this notice may be ed in the addressee's post-office box, if he has one.

ostmasters are expected to use their best judgment in assisting to y out the intention of the Department in this matter, and they t, therefore, among other things, require their special-delivery mes- gers to carry with them a sufficient supply of the blanks above in- ted, and to be thoroughly instructed as to their proper use.

n every case all reasonable efforts to make delivery by messenger st be resorted to before the matter is decided to be specially unde- rable. If no application for the matter shall result from the giving he notice, delivery shall be effected as soon as possible thereafter in manner of ordinary mail.

c. 648. **Special-Delivery Letters may be Delivered by Carriers; when.**—If tter for special delivery can be expeditiously delivered by a carrier is regular trip, it may be turned over to such carrier for such pur- e—a delivery book to be provided for him and a receipt to be taken

by him the same as in case of delivery by messenger. Such carrier will not be entitled to any compensation for such delivery.

Sec. 649. Duty of Letter-Carriers Receiving Special-Delivery Letters, etc., for Mailing.—Letter-carriers, whether assigned to delivery or collection duty and special-delivery messengers shall receive all prepaid letters, bearing also special-delivery stamp, which may be handed them on their trips; shall keep such letters separate from other mail matter, and hand them over to the proper officer immediately upon their arrival at the post-office. In no case is a letter-carrier to turn over directly to a messenger a local letter for special delivery, even though he may be satisfied that such letter will be more speedily delivered. He must turn over to the main office or station where he is employed all special-delivery letters which he may collect.

Sec. 650. Reports of Special-Delivery Business at Free-Delivery Offices to be Made Quarterly.—Reports of the special-delivery business transacted at free-delivery offices will be made quarterly to the Third Assistant Postmaster-General.

Sec. 651. Propositions to Perform Special-Delivery Service to be Reported to Department.—Postmasters at free-delivery offices will forward to the Department any propositions which they receive from corporations or other reliable parties for performing the immediate delivery of mail matter at their respective offices, with a statement of all the facts in each case and such recommendations as they may see proper to make in the matter.

REGULATIONS FOR OTHER THAN FREE-DELIVERY OFFICES.

Sec. 652. Means of Special Delivery; how Provided at Third and Fourth Class Post-Offices.—Such immediate delivery may, at third and fourth class offices, be made by the postmaster himself, by any assistant or clerk, or by any other competent person whom he may employ as messenger. The postmaster must provide the means and pay the expenses of such delivery, and will be allowed, by whatever suitable person the delivery be made, the full compensation of 80 per cent of the face value of all special-delivery stamps on matter properly delivered from his office and recorded. At second-class offices no compensation can be allowed for delivery made by any salaried clerk or assistant; otherwise the same direction applies.

Sec. 653. Accounts of Special-Delivery Service and Fees.—In rendering his quarterly postal account, the postmaster, at an office other than free delivery, will take credit for the amount of fees to which he is entitled on all letters or parcels specially delivered during the quarter at the rate of 8 cents for each letter or parcel specially delivered. The form of the account provides a special item of credit for such fees. (See secs. 192, 194).

REGULATIONS APPLICABLE TO ALL POST-OFFICES.

Sec. 654. **Mailing and Dispatch of Special-Delivery Matter.**—No effort will be spared by postmasters or other postal officers to expedite the mailing of matter bearing special-delivery stamps. In putting up and dispatching special-delivery matter, postmasters will be governed by the following rules:

First-Class Matter.—1. When dispatched in direct or express pouch from one post-office to another post-office, or from a railway post-office to a post-office, a separate package should be made when there are five or more letters. When there are less than five letters they should be placed together on the outside of the letter package, so as to be readily discovered by the person opening the pouch.

2. When dispatched from the post-office to a railway post-office, or from one railway post-office to another, a separate package should be made when there are five or more of these letters addressed to the same post-office; when there are less than five letters, they should be placed upon the outside of a direct package, or immediately under the label slip of a route or State package.

Second, Third, and Fourth Class Matter.—Postmasters and railway postal clerks will in all cases treat matter of the second, third, and fourth classes, bearing special-delivery stamps, the same as first-class matter; that is, it must be placed in pouches and not in sacks. Where possible, it should be tied up in a bundle in such a manner as to disclose its nature immediately on the pouch being opened.

Postmasters and railway postal clerks will report to their division superintendents all failures to comply with the above rules.

Sec. 655. **Duty of Postmasters on Arrival of Special-Delivery Matter.**—The service contemplated by the law requires that all special-delivery matter shall reach the addressee with the greatest possible expedition after it arrives at the post-office. Postmasters should, therefore, open all mails at once on their arrival, as is required by the regulations, and immediately separate the matter bearing special-delivery stamps, and stamp with the receiving stamp of the office, or write on the envelope or wrapper the name of the office and the date and hour when the matter arrives. Next, the matter must be numbered, and entered according to number in a record as provided in section six hundred and ninety-three, after which it must be delivered without loss of time. Like diligent attention must be given to drop or local matter bearing special-delivery stamps from the time it is deposited in the post-office.

Sec. 656. **Postmasters Responsible for Immediate Delivery of all Mailable Matter Bearing Special-Delivery Stamps.**—Every postmaster will be held responsible for the immediate delivery, according to the laws and regulations, of every article of mailable matter which may be received addressed to his office, properly stamped with a special-delivery stamp.

Sec. 657. **Hours within which Delivery is to be Made.**—The hours within

which special delivery shall be made at free-delivery post-offic
from 7 a. m. to 11 p. m., unless in special cases otherwise order
the Postmaster-General. At other post-offices, the hours are a
from 7 a. m. to 7 p. m., and to the arrival of the last mail, provide
be not later than 9 o'clock p. m. Special orders may be made fo
delivery in particular cases. This requirement does not extend
transaction of any other postal business after the usual office ho

Postmasters are not required to make delivery of special-de
matter on Sunday, nor to keep their offices open in any differen
ner on that day than provided by regulation. Postmasters will
liberty, however, to deliver special-delivery letters and parcels ar
on Sundays. (See sec. 436.)

When an article of special-delivery matter arrives on Saturday
too late for delivery, or on Sunday morning, the postmaster shou
a notice thereof in the letter-box of the addressee, or in the gene
livery, if he have no box, and deliver the matter on call. If not
ered on Sunday, prompt delivery should be made on Monday mo

Sec. 658. To Whom Special-Delivery Letters, etc., are to be Delive
Special-delivery matter must be delivered to the addressee, or t
one specially authorized to receive his mail matter. In his absen
that of any one having such special authority, such matter may
livered to any reponsible member of the addressee's family, o
partner or clerk of his, or responsible person employed in his
and to the officer or agent of any firm, incorporated company, or
institution to which addressed. If the mail matter be addresse
person who is a guest at a hotel and the guest be not in, delivery
be made to the landlord.

If incorrectly addressed to street or number it should be pro
delivered, if the correct address is known or can be ascertained.
ter addressed to a party at his place of business should be delive
his residence if delivery at place of business be impossible, and
versa.

Sec. 659. Within What Limits Special Deliveries to be Made.—A
delivery offices delivery of special-delivery letters must be made
the carrier limits of the office; but at all other offices they are req
to be delivered only within a radius of one mile from the post-offi

If a letter bearing special-delivery stamp is directed to an ad
beyond the carrier limits in the one case, or beyond one mile fro
post-office in the other, such letter need not be specially delivere
less the delivery can be made to the person addressed within the l

Sec. 660. Receipts to be Taken.—For every special-delivery artic
livered the postmaster must take a receipt from the party receivi
and all receipts for matter delivered during any quarter must b
as vouchers to the Auditor at the end of such quarter, with the
master's postal account for that quarter. A supply of the printed
of receipt to be used will be furnished by the Department, for
postmasters should make requisitions as they may be needed.

Sec. 661. **Registered Special-Delivery Matter.**—In case of registered letters received for special delivery the usual registered receipts in addition to the special-delivery receipts must be taken, and all other requirements of the registry system must be observed.

Sec. 662. **Record of Special-Delivery Articles; how Kept.**—A record must be kept in the post-office, for which an appropriate book or blank will be furnished by the Department, in which will be entered, in consecutive numbers, according to the receipt of the articles, each and every letter, postal card, parcel, or other article of mailable matter bearing a special-delivery stamp; and this record will show in columns under appropriate headings the number, the postmark, the full address of the article, the date and precise time of its receipt at the office, the name of the person who delivers it, and also the precise time when it was delivered, if delivered, and the name of the person signing the receipt therefor; and, under the head of "REMARKS," the reason for its non-delivery, or for any delay in its delivery, if either occurred, and a statement of what subsequent action was taken with regard to such article, in each such case. The time of delivery and name of receiptor will be transcribed from the delivery receipt immediately on its return to the post-office in all cases. If an article is also registered, that fact should be noted, and a proper entry also made in the regular record of registered matter. This record book or blank will be carefully preserved in the post-office.

Sec. 663. **Special-Delivery Matter; when and how to be Forwarded.**—After a special-delivery article has been taken out for delivery, and has been returned with the information that the person addressed has removed to the delivery of another office, and the article is then forwarded, it is not to be regarded as entitled to special delivery at the office of second address. Every special-delivery article forwarded as above, after an attempt to deliver it has been made, will, so far as it concerns the compensation of the forwarding postmaster, be regarded as delivered. Such article should be indorsed by the forwarding postmaster, "Forwarded, delivery fee paid by office of first address." But where request to forward by a general or special authorization has been given by the addressee in advance of the arrival of the matter, so that no attempt to deliver is necessary, the article should be forwarded without such indorsement, and the postmaster, at the office of final destination, will, in such case, make special delivery of the matter as he would of other special-delivery matter arriving at his office.

Matter other than first class, when forwarded from one office to another, is not exempt from the postage due for forwarding by bearing a special-delivery stamp. (See sec. 519.)

Sec. 664. **Undelivered Special-Delivery Matter; how Disposed of.**—In disposing of undelivered matter intended for special delivery, postmasters will be guided by the regulations applying to the return of other undelivered matter. (See secs. 549, 550, 551, 553.)

Sec. 665. General Instructions.—Postmasters are urgently enjoined to give the most diligent attention to the system of immediate delivery. Its success will depend upon the care of postmasters to secure in every case the desired delivery. No failure in any instance where delivery is possible can be considered excusable. The certainty that a letter bearing the delivery stamp will be urgently transmitted through the mails, for which proper special steps are taken, and immediately delivered, will commend the service to the public, and is demanded by the Department. Every complaint of a failure in such delivery will be promptly investigated, and the responsibility fixed with proper consequences. Postmasters will report to the Department every instance which may be brought to their attention where the laws and regulations in respect to special delivery have been violated.

CHAPTER TWENTY-ONE.

MISCELLANEOUS DUTIES AND RESPONSIBILITIES OF POSTMASTERS.

Sec. 666. Exemptions and Liabilities.—* * * All postmasters and persons employed in the transportation of the mail; all ferrymen employed at any ferry on post-roads * * * shall be exempted from militia duty. (R. S., § 1629.)

No law of the United States exempts postmasters from jury duty, from obedience to the subpœnas of courts, nor from liability to pay highway taxes in labor, nor any other duty prescribed by the laws of the State or municipality in which they reside, not in conflict with the postal or other laws of the United States.

Sec. 667. In Respect to Infectious Diseases, Epidemics, etc.—1. A postmaster should refuse to receive into his office mail matter brought to it by persons who are inmates of, or messengers from houses containing cases of contagious diseases, such as small-pox, yellow fever, etc., when ordered to do so by a board of health, or other local authority having jurisdiction of matters affecting the public health. If there be no such organization or official, the postmaster should be governed by the advice of one or more reputable physicians.

2. Mail matter arriving at an office addressed to the inmates of such houses may be sent to them by the hands of some responsible person known to the postmaster.

3. When a board of health serve upon a postmaster a certified copy of a declaration or order duly made that mail matter from any other post-office is liable to communicate a contagious disease prevailing at the time he should refuse to receive such mail matter from any carrier or messenger but will deliver to the carrier or messenger a copy of such order or declaration and will report the facts at once to the First Assistant Postmaster-General. If there be no board of health the same action may be taken by the postmaster upon the declaration of a regular

or city medical society, or, if there be none, upon the advice of ɔian reputable in his profession. The mail so returned shall be til the prohibition is removed, and shall, after being properly ed under the directions of the medical authorities, be dispatched ɛstination.

a case of smallpox, yellow fever, or other contagious disease n the family of a postmaster occupying a building in which the ce is kept the postmaster should notify his sureties to take ion of the office and conduct it temporarily elsewhere until the of contagion is passed.

ıen blanks, books, and supplies of a post-office become infected, render them liable to communicate smallpox or other contasease, permission will be given to burn them, upon application ıade to the First Assistant Postmaster-General, Division of fice Supplies. The postage stamps must be carefully counted presence of two disinterested witnesses, a statement of their ation and amount sworn to and forwarded, together with the uthorizing said destruction of supplies, to the Third Assistant ster-General, Stamp Division.

68. To Report Lost Mail Matter, Domestic and Foreign, Registered linary, and all Complaints Relating Thereto.—Postmasters and ɔstal officials must report without delay to the Chief Post-Office or on "Form 1510," or by other detailed statement, and the ɛ of original papers when said form is not applicable, every ınt made to them, or which comes to their knowledge, of loss, , delay, wrong delivery, nondelivery, or improper treatment by ɛmployés of any article of mail matter, registered, ordinary, or ɔost, whether for delivery in the United States or transmitted ɔm for delivery in any foreign country, and the delay, improper ɛnt, or loss of any mail matter in transit across the territory of ted States from one foreign country to another. This shall in- ll cases in which it is necessary to trace any article of mail to determine whether the same has been delivered or not, and l cases where some form of return receipt is required which has n received. Similar report on said form or other detailed statenust be made to him of all losses or damage to mail matter, or domestic, forwarded in bags or in bulk, and injured or ed in transit, by fire or water, or by the wreckage or burning of of steamships, or by other accident; and also of all cases re- ɔ mail matter dispatched to or from the United States which ɜ made the subject of bulletins of verification issued by an exoffice on account of alleged loss, or of the damaged condition of ail matter.

ases of the rifling, robbery, or burning of mail, or post-offices, or cars, or any extraordinary loss or destruction of mail matter, as any accident or depredation of consequence requiring the im-

mediate attention of inspectors in charge of divisions, r promptly reported as above set forth to the Chief Post-Office I and also to the inspector in charge of the proper division.

The reports under this section by the Railway Mail Service made through the respective division superintendents of that s

Sec. 669. Reports of Robberies of Post-Offices.—When a post-c been robbed the postmaster will immediately report all the fac Chief Post-Office Inspector and to the nearest post-office ins charge, as indicated in section 28. The report must state as possible all the circumstances connected with the robbery, t extent of loss, whether of stamps, stamped envelopes, postal car paper wrappers, letters stolen or rifled, postal or money order other Government property, and the amount of each class of p If the loss includes the mail key, the number should be give registered or ordinary mail matter, it should be stated whe same was rifled in the office or carried away. As to registere lost or rifled, the report should specify the post-office where mai of mailing, number of letter and registered package envelope, written, to whom addressed, and contents, if known. For the registered or ordinary mail matter lost by robbery of post-of postmaster may be held responsible to the losers, if upon inve it appears that due care was not taken for the protection of t erty. Any facts discovered after the report is made, and mater investigation, should also be reported to the same officers.

Sec. 670. To Report Robbery of Mail.—If a postmaster has r believe that a mail has been robbed or stolen, in whole or in pa vicinity of his post-office, and that the person committing it c rested by speedy action, he will at once report all the facts dence to the nearest United States marshal or deputy marshal as to the Chief Post-Office Inspector and nearest inspector in

Sec. 671. Report of Arrest of Criminals.—When a criminal i hended by other than a United States marshal or deputy mar United States attorney for the district in which the offense mitted must be promptly informed of the facts, and his advic may be, his personal attention, be obtained.

Sec. 672. Examination of Persons Arrested.—Persons arrested depredations or other violations of the postal laws should b before a United States court commissioner or district or circu for examination or commitment.

Sec. 673. Moneys Recovered from Mail Robbers; how Disposed moneys recovered from mail-robbers, or other offenders aga postal laws, will be forwarded at once, through the Chief Po Inspector, to the Postmaster-General, who will, upon satisfac dence, return the same to the owner. (See section 101.)

TITLE V.

TRANSPORTATION OF THE MAILS.

CHAPTER TWENTY-TWO.

THE GOVERNMENT MONOPOLY OF MAIL TRANSPORTATION.

Sec. 674. The Government Monopoly.—The General Government assumes, under its constitutional powers, the performance of all the functions appropriate to postal communication, and tolerates no competition materially interfering therewith; not only because the proper revenues for the support of the service might thereby be impaired, but because such exclusive assumption assures to all the people the best postal advantages. All postal officers, of every grade and at every place, are enjoined to promptly report to the Postmaster-General any violation, or evidence pointing to a violation, of any of the statutes for the protection of the monopoly which may be discovered by them.

NOTE.—See 9 Opin. Att'y-Gen., 161. It will be observed that the Congress has not yet, by statute, extended the monopoly of transportation to second, third, or fourth class matter, although admitted to the mails.

Sec. 675. Private Expresses Forbidden.—No person shall establish any private express for the conveyance of letters or packets, or in any manner cause or provide for the conveyance of the same by regular trips or at stated periods, over any post route which is or may be established by law, or from any city, town, or place to any other city, town, or place between which the mail is regularly carried; and every person so offending, or aiding or assisting therein, shall for each offense be liable to a penalty of one hundred and fifty dollars. (R. S., § 3982.)

Provided, That nothing contained in section thirty-nine hundred and eighty-two of the Revised Statutes shall be construed as prohibiting any person from receiving and delivering to the nearest post-office or postal car mail matter properly stamped. (Act of March 3, 1879; 20 Stats., 356.)

NOTE.—The term packet, as used in this and the following sections of the law, is restricted to mailable matter of the first class. (Opin. Ass't Att'y-Gen. P. O. Dept.—Spence.)

A person who intends to make the carrying of letters periodically for hire his regular business, or part of his business, in opposition to the public carriers, is legally

incapable of receiving authority to take letters out of the post-office for that purpose, however such authority may be attempted to be conferred. (9 Opins. Att'y-Gen., 161.)

Letter-carriers' routes in cities are "post routes," and the establishing of a private express for the transmission of letters within a city where letter-carrier routes have been established is unlawful under the above statute. (*Blackham* v. *Gresham*, 16 Fed. Rep., 609; *United States* v. *Easson*, 18 Fed. Rep., 590.)

Sec. 676. Private Carriers Forbidden at Carrier Post-Offices.—Postmasters at letter-carrier post-offices will under no circumstances deliver first-class mail matter to a private carrier, no matter what credentials he may present, whether it be a joint order from all of his employers or a separate order from each one, a permanent standing order, or an order renewed every day. (See 9 Opins. Att'y-Gen., 161.)

Sec. 677. Carrying Person Acting as Express Forbidden.—The owner of every stage coach, railway car, steamboat, or other vehicle or vessel which shall, with the knowledge of any owner, in whole or in part, or with the knowledge or connivance of the driver, conductor, master, or other person having charge of the same, convey any person acting or employed as a private express for the conveyance of letters or packets and actually in possession of the same for the purpose of conveying them, contrary to the spirit, true intent, and meaning of this title, shall, for every such offense, be liable to a penalty of one hundred and fifty dollars. (R. S., § 3983.)

Sec. 678. Penalty for Sending Letters by Private Express.—No person shall transmit by private express or other unlawful means, or deliver to any agent of such unlawful express, or deposit, or cause to be deposited, at any appointed place, for the purpose of being transmitted, any letter or packet; and for every such offense the party offending shall be liable to a penalty of fifty dollars. (R. S., § 3984.)

Sec. 679. Penalty for Carrying Letters out of the Mails.—Any person concerned in carrying the mail, who shall collect, receive, or carry any letter or packet, or cause or procure the same to be done, contrary to law, shall, for every such offense, be punishable by a fine of not more than fifty dollars. (R. S., § 3981.)

Sec. 680. Carrying Letters out of Mail; Penalty on Owner of Vehicle.—No stage coach, railway car, steamboat, or other vehicle or vessel which regularly performs trips at stated periods on any post route, or from any city, town, or place to any other city, town, or place between which the mail is regularly carried, shall carry, otherwise than in the mail, any letters or packets, except such as relate to some part of the cargo of such steamboat or other vessel, or to some article carried at the same time by the same stage coach, railway car, or other vehicle, except as provided in section three thousand nine hundred and ninety-three [section 685]; and for every such offense the owner of the stage coach, railway car, steamboat, or other vehicle or vessel shall be liable to a penalty of one hundred dollars; and the driver, conductor, master, or other person having charge thereof, and not at the time owner of the

whole or any part thereof, shall for every such offense be liable to a penalty of fifty dollars. (R. S., § 3985.)

NOTE.—It is not a violation of this section for an express company to carry with a money letter or package an unstamped letter of advice concerning such money. (*U. S. v. U. S. Express Co.*, 5 Bliss. R., 91.)

Sec. 681. Penalty for Carrying Letters on Board a Mail Vessel.—No person shall carry any letter or packet on board any vessel which carries the mail otherwise than in such mail, except as provided in section three thousand nine hundred and ninety-three [section 716]; and for every such offense the party offending shall be liable to a penalty of fifty dollars. (R. S., § 3986.)

Sec. 682. Mail Vessels to Take Letters from a Post-Office.—No vessel departing from the United States for any foreign port shall receive on board or convey any letter or packet originating in the United States which has not been regularly received from the post-office at the port of departure, and which does not relate to the cargo of such vessel, except as provided in section three thousand nine hundred and ninety-three [section 685]; and every collector, or other officer of the port empowered to grant clearances, shall require from the master of such vessel, as a condition of clearance, an oath that he has not received on board, has not under his care or control, and will not receive or convey any letter or packet contrary to the provisions of this section. (R. S., § 3987.)

Sec. 683. Vessels to Deliver all Letters at Post-Office.—No vessel arriving within any port or collection district of the United States shall be allowed to make entry or break bulk until all letters on board are delivered at the nearest post-office, and the master thereof has signed and sworn to the following declaration before the collector or other proper customs officer:

"I, A B, master of the ———, arriving from ———, and now lying in the port of ———, do solemnly swear (or affirm) that I have, to the best of my knowledge and belief, delivered, at the post-office at ———, every letter and every bag, packet, or parcel of letters which were on board the said vessel during her last voyage, or which were in my possession or under my power or control."

And any master who shall break bulk before he has delivered such letters shall be liable to a penalty of not more than one hundred dollars, recoverable, one-half to the officer making the seizure, and the other to the use of the United States. (R. S., § 3988.)

Further penalty on Foreign Vessels.—All letters or other mailable matter conveyed to or from any part of the United States by any foreign vessel, except such sealed letters, relating to such vessel, or any part of the cargo thereof, as may be directed to the owners or consignees of the vessel, shall be subject to postage charge, whether addressed to any person in the United States or elsewhere, provided they are conveyed by the packet or other ship of a foreign country imposing postage on letters or mailable matter conveyed to or from such country by any ves-

sel of the United States; and such letters or other mailable matter carried in foreign vessels, except such sealed letters, relating to the vessel, or any part of the cargo thereof, as may be directed to the owners or consignees, shall be delivered into the United States post-office by the master of such vessel when arriving, and be taken from a United States post-office when departing, and the postage paid thereon, justly chargeable by this title [XLVI. R. S.], and for refusing or failing to do so, or for conveying such letters or any letters intended to be conveyed in any vessel of such foreign country over or across the United States, or any portion thereof, the party offending shall be punishable by a fine of not more than one thousand dollars for each offense. (R. S., § 4016.)

EXCEPTIONS.

Sec. 684. Letters Conveyed Without Compensation.—Nothing herein contained shall be construed to prohibit the conveyance or transmission of letters or packets by private hands without compensation, or by special messenger employed for the particular occasion only. (R. S., § 3992.)

Sec. 685. Letters in Stamped Envelopes.—All letters inclosed in stamped envelopes, if the postage stamp is of a denomination sufficient to cover the postage that would be chargeable thereon if the same were sent by mail, may be sent, conveyed, and delivered otherwise than by mail, provided such envelope shall be duly directed and properly sealed, so that the letter can not be taken therefrom without defacing the envelope, and the date of the letter or of the transmission or receipt thereof shall be written or stamped upon the envelope. But the Postmaster-General may suspend the operation of this section upon any mail route where the public interest may require such suspension. (R. S., § 3993.)

Sec. 686. Newspapers may be Carried Out of the Mail.—Contractors or mail carriers may convey out of the mail newspapers for sale or distribution to subscribers. (R. S., § 3883.)

NOTE.—Postage on such when placed in post-office must be paid.

Sec. 687. Mail Carriers to Receive Mail for Delivery at Next Post-Office.—Every route agent, postal clerk, or other carrier of the mail shall receive any mail matter presented to him, if properly prepaid by stamps, and deliver the same for mailing at the next post-office at which he arrives; but no fees shall be allowed him therefor. (R. S., § 3980.)

NOTE.—When any properly prepaid mail matter is presented to a railway postal clerk he complies with the provisions of this section by depositing it in the mail car, as all postal cars and mail apartments in cars and steamboats have been designated by the Postmaster-General as post-offices for the distribution of mail in transit. (See section 894.)

DETECTION OF VIOLATIONS.

Sec. 688. Postmasters to Report Violations.—Whenever a postmaster receives information or has good reason to believe that letters are illegally brought to or sent from any city, town, landing, station, or place near

his post-office, whether by steamboat, railroad, private carrier for hire, or any other mode of conveyance, or in any way in violation of law, he will give immediate notice of such violation of law to the Postmaster-General, with all the facts concerning it in his possession.

Sec. 689. Special Agents to Search Vessels for Letters.—Any special agent of the Post-Office Department, when instructed by the Postmaster-General to make examinations and seizures, and the collector or other customs officer of any port, without special instructions, shall carefully search all vessels for letters which may be on board or which have been conveyed contrary to law. (R. S., § 3989.)

Sec. 690. Special Authority for Search.—The Postmaster General may, by a letter of authorization under his hand, to be filed among the records of his Department, empower any special agent or other officer of the Post-Office Establishment to make searches for mailable matter transported in violation of law; and the agent or officer so authorized may open and search any car or vehicle passing, or having lately before passed, from any place at which there is a post-office of the United States to any other such place, or any box, package, or packet, being, or having lately before been, in such car or vehicle, or any store or house, other than a dwelling house, used or occupied by any common carrier or transportation company, in which such box, package, or packet may be contained, whenever such agent or officer has reason to believe that mailable matter, transported contrary to law, may therein be found. (R. S., § 4026.)

Sec. 691. Seizing and Detaining Letters.—Any special agent of the Post-Office Department, collector, or other customs officer, or United States marshal or his deputy, may at all times seize all letters and bags, packets, or parcels containing letters which are being carried contrary to law on board any vessel or on any post route, and convey the same to the nearest post-office, or may, by the direction of the Postmaster-General or Secretary of the Treasury, detain them until two months after the final determination of all suits and proceedings which may, at any time within six months after such seizure, be brought against any person for sending or carrying such letters. (R. S., § 3990.)

Sec. 692. Forfeiture of Seizures to the United States.—Every package or parcel seized by any special agent of the Post-Office Department, collector, or other customs officer, or United States marshal or his deputies, in which any letter is unlawfully concealed, shall be forfeited to the United States, and the same proceedings may be had to enforce the forfeiture as are authorized in respect to goods, wares, and merchandise forfeited for violation of the revenue laws; and all laws for the benefit and protection of customs officers making seizures for violating revenue laws shall apply to officers making seizures for violating the postal laws. (R. S., § 3991.)

Sec. 693. Letters Seized may be Returned to Senders.—All letters, packets, or other matter which may be seized or detained for violation of law

shall be returned to the owner or sender of the same, or otherwise dis posed of as the Postmaster-General may direct. (R. S., § 3895.)

OBSTRUCTIONS FORBIDDEN.

Sec. 694. Penalty for Obstructing the Mail.—Any person who sha knowingly and willfully obstruct or retard the passage of the mail, c any carriage, horse, driver, or carrier carrying the same, shall, for ever such offense, be punishable by a fine of not nore than one hundred do lars. (R. S., § 3995.)

The temporary detention of the mail, caused by the arrest of its carrier upon an in dictment for felony, does not come within the provisions of this section, but a ma carrier on his route can not be detained by civil process. (United States *v.* Kirby 7 Wall., 482.)

A city may prohibit by ordinance the passage of trains through its limits at a rat of speed not exceeding six miles per hour, and not conflict with this section. (Unite States *v.* Hart, 1 Pet. C. C., 390.)

The act of Congress prohibiting the stoppage of the mail is not to be so construe as to prevent the arrest of the driver of a vehicle in which the mail is carried, whe he is driving through a crowded city at such a rate as to endanger the lives of th inhabitants. (United States *v.* Hart, 1 Pet. C. C., 390.)

One having a lien against horses for their keep can not enforce the same in such a manner as to stop the United States mail in a vehicle drawn by such horses (United States *v.* Barney, 3 Hughes C. Ct., 545), but it is not an offense, under this section to detain the horse in the stable until the keep is paid. (United States *v.* Mc Cracken, 3 Hughes, 544.)

One who, believing himself entitled to transportation on a railway car, resists the conductor's attempts to detach the mail car therefrom and send it on with the mail, is guilty of obstructing the passage of the mail. (United States *v.* Kane, 19 Fed. Rep., 42.)

It is a criminal offense to obstruct a mail train, although those guilty are willing to permit the passage of the mail car alone. (United States *v.* Clark, 13 Philadelphia, 476.)

Sec. 695. Delaying Mail at a Ferry; Penalty.—Any ferryman who shall delay the passage of the mail by willful neglect or refusal to transport the same across any ferry shall, for every ten minutes such mail may be so delayed, be liable to a penalty of ten dollars. (R. S., § 3996.)

CHAPTER TWENTY-THREE.

OF POST ROADS; AND GENERAL PROVISIONS FOR ESTABLISHING MAIL CARRIAGE.

Sec. 696. What are Post Roads.—The following are established post roads:

All the waters of the United States, during the time the mail is carried thereon.

All railroads or parts of railroads which are now or hereafter may be in operation.

All canals, during the time the mail is carried thereon.

All plank roads, during the time the mail is carried thereon.

The road on which the mail is carried to supply any court house which may be without a mail, and the road on which the mail is carried under contract made by the Postmaster-General for extending the line of posts to supply mails to post-offices not on any established route, during the time such mail is carried thereon.

All letter-carrier routes established in any city or town for the collection and delivery of mail matters. (R. S., § 3964.)

That all public roads and highways while kept up and maintained as such are hereby declared to be post routes. (Act of March 1, 1884; 23 Stats., 3.)

NOTE.—As required by the act of June 20, 1874 (18 Stats., § 3, 113), all statutes relating to post roads passed prior to December 1, 1873, were printed in the volume of "Revised Statutes relating to District of Columbia, Post Roads, and Public Treaties." The several acts specially establishing post roads since that date are to be found in 18 Stats., 7, 256, 486; 19 Stats., 12, 319, 336; 20 Stats., 15, 427; 21 Stats., 91, 92, 353; 22 Stats., 14, 350, 572; 23 Stats, 15, 427.

"The policy of extending the lines of post roads on all railroads and navigable waters was to require, under a penalty, all boats and railroad cars to deposit in post-offices all letters which they may carry, so that the postage may be charged. It gives to the Government no rights on those lines of communication, except where the mail may be carried under a contract, which, if obstructed, subjects the offender to prosecution. It gives the Government no other interest in or control over the road. The railroad may be changed at the will of the proprietors, and the mail will not be carried in the cars, except by contract, for which a compensation is paid." (Penn v. *Wheeling, &c., Bridge Co.*, 18 How., 441.)

The term "post road" ordinarily signifies a highway by land or water, made by statute an avenue over which mails may be lawfully transmitted. The term "post route" ordinarily signifies a post road or definite portion thereof, over which the mails are usually transported by contract. (*Railway Mail Service Cases*, 13 Ct. Claims 199; *United States* v. *Kochersperger*, 9 Am. Law Reg., 145.)

Sec. 697. Selecting Post Roads.—When there is more than one road between places designated by law for a post road, the Postmaster-General may direct which shall be considered the post road. (R. S., § 3972.)

Sec. 698. When Terminus of Post Roads may be Changed.—The Postmaster-General may change the terminus of post roads connecting with or intersecting railways when the service can be thereby improved. (R. S., § 3973.)

Sec. 699. All Court Houses to be Supplied with Mail.—The Postmaster-General shall cause a mail to be carried from the nearest post-office on any established post road to the court house of any county in the United States which is without a mail. (R. S., § 3966.)

Sec. 700. Service may be Established on Post Roads.—The Postmaster-General shall provide for carrying the mail on all post roads established by law, as often as he, having due regard to productiveness and other circumstances, may think proper. (R. S., § 3965.)

Sec. 701. Authority to Establish Post Roads.—The Postmaster-General may, when he deems it advisable, contract for the transportation of the

mails to and from any post-office; but where such service is performe over a route not established by law, he shall report the same to Co gress at its meeting next thereafter, and such service shall cease at th end of the next session of Congress, unless such route is established post route by Congress. (R. S., § 3975.)

Sec. 702. Extending Mail Facilities to Special Post-Offices.—The Pos master-General may enter into contracts for extending the line of post to supply mails to post-offices not on any established route, and, as compensation for carrying the mail under such contracts, may allo not exceeding two-thirds of the salary paid to the postmaster at suc special offices. (R. S., § 3971.)

Sec. 703. Carrying the Mail on Canals.—The Postmaster-General ma contract for carrying the mail on the navigable canals of the severa States, when, in his opinion, the public interest or convenience requires it. (R. S., § 3967.)

Sec. 704. Carrying the Mail on Plank Roads.—The Postmaster-General may contract for carrying the mail on any plank road in the United States, when the public interest or convenience requires it. (R. S., § 3968.)

Sec. 705. Carrying the Mail on Waters of the United States.—The Postmaster-General may cause the mail to be carried in any steamboat or other vessel used as a packet on any of the waters of the United States. (R. S., § 3969.)

Sec. 706. Inland and Foreign Steamboat Mail Service.—The Postmaster-General is authorized to contract for inland and foreign steamboat mail service, when it can be combined in one route, where the foreign office or offices are not more than two hundred miles distant from the domestic office, on the same terms and conditions as inland steamboat service, and pay for the same out of the appropriation for inland steamboat service. (Act of March 3, 1885; 23 Stats., 386.)

NOTE.—This clause gives a continuing authority amending the general law. (Opin. of Att'y Gen., May 27, 1886.)

Sec. 707. Preference Given to Letters over other Mail Matter.—When the amount of mail matter to be carried on any mail route is so great as to seriously retard the progress or endanger the security of the letter mail, or materially increase the cost of carriage at the ordinary rate of speed, the Postmaster-General may provide for the separate carriage of the letter mail, at the usual rate of speed; but the other mail matter shall not be delayed any more than is absolutely necessary, having due regard to the cost of expedition and the means at his disposal for effecting the same. (R. S., § 3994.)

Sec. 708. Discontinuing Service on Post Roads.—Whenever, in the opinion of the Postmaster-General, the postal service can not be safely continued, the revenues collected, or the laws maintained on any post road, he may discontinue the serviceon such road, or any part thereof, until the same can be safely restored. (R. S., § 3974.)

CHAPTER TWENTY-FOUR.

OF TRANSPORTATION BY RAILROADS.

Sec. 709. Postmaster-General to Decide what Trains shall Carry the Mail.—The Postmaster-General shall, in all cases, decide upon what trains and in what manner the mails shall be conveyed. (Act of March 3, 1879, § 3; 20 Stats., 358.)

Sec. 710. May Contract for Without Advertising.—The Postmaster-General may enter into contracts for carrying the mail, with railway companies, without advertising for bids therefor. (R. S., § 3942.)

NOTE.—The Post-Office regulations establishing contract sections relate to the whole mail service. They do not compel the Postmaster-General to make time contracts with railway companies, nor prevent him from accepting services which may be determined at will by either party. (*R. R. Co.* v. *The United States*, 21 Ct. Claims R., 155.)

Sec. 711. Railway Company must Carry Mails on any Train.—Every railway company carrying the mail shall carry on any train which may run over its road, and without extra charge therefor, all mailable matter directed to be carried thereon, with the person in charge of the same. (R. S., § 4000.)

Sec. 712. To Carry Supplies and Special Agents, etc., Free of Charge.—Railroad companies are required to convey upon any train, without specific charge therefor, all mail bags, post-office blanks, stationery supplies, and all duly accredited agents of the Department and post-office inspectors upon the exhibition of their credentials.

Sec. 713. When Railroad Companies are required to take Mails from and deliver them into Post-Offices.—Every railroad company is required to take the mails from and deliver them into all terminal post-offices, whatever may be the distance between the station and post-office, except in cities where other provision for such service is made by the Department. In all cases where the Department has not made other provision, the distance between terminal post-office and nearest station is computed in, and paid for, as part of the length of the route. The railroad company will also be required to take the mails from and deliver them into all intermediate post-offices and postal stations located not more than 80 rods from the nearest railroad office or station at which the company has an agent or other representative employed. The Department will provide for the carriage of mails to and from intermediate post-offices and postal stations located more than 80 rods from the nearest railroad office or station; and also to and from intermediate post-offices and postal stations located 80 rods or less from railroad office or station when the railroad company has no agent employed at such office or station.

In all cases the distance between railroad office or station and the

post-office or postal station must be measured by the shortest practicable route open to public travel.

NOTE.—A well-established practice, such as railroads receiving and delivering mail matter at all offices within 80 rods of the road without extra charge, must be deemed to have been considered by Congress and the Department when fixing the full rate of compensation for railroad mail transportation, and the pay for such service is included in the general compensation fixed for the routes. Where a railroad company performs such mail-messenger service without objection it is precluded from demanding further compensation than the rates allowed for the transportation of the mails. (*Railroad Company* v. *The United States*, 21 Ct. Claims, 155.)

At all points where the Department deems the exchange of mail necessary, the speed of trains must be slackened so as to permit the exchange to be made with safety.

At places where the railroad companies are required to take the mails from and deliver them into post-offices or postal stations, the persons employed by the railroad companies to perform such service are agents of the companies and not employés of the postal service and need not be sworn as employés of such service; but must be more than 16 years old and of suitable intelligence and character. Postmasters will promptly report to the proper division superintendent of the Railway Mail Service, or the General Superintendent thereof, any violation of this requirement.

Sec. 714. Mails not to be Carried beyond a Terminus without Authority.—In case railroads are extended or trains run beyond the terminus of the route on which the transportation of mails is duly authorized, the mails must not be carried beyond such terminus of the route until mail service on such extension is ordered by the Second Assistant Postmaster-General.

Sec. 715. Conditions of Railway Service and Rates of Pay for Same.—The Postmaster-General is authorized and directed to readjust the compensation hereafter to be paid for the transportation of mails on railroad routes upon the conditions and at the rates hereinafter mentioned:

First. That the mails shall be conveyed with due frequency and speed; and that sufficient and suitable room, fixtures, and furniture, in a car or apartment properly lighted and warmed, shall be provided for route agents to accompany and distribute the mails.

Second. That the pay per mile per annum shall not exceed the following rates, namely: On routes carrying their whole length an average weight of mails per day of two hundred pounds, fifty dollars; five hundred pounds, seventy-five dollars; one thousand pounds, one hundred dollars; one thousand five hundred pounds, one hundred and twenty-five dollars; two thousand pounds, one hundred and fifty dollars; three thousand five hundred pounds, one hundred and seventy-five dollars; five thousand pounds, two hundred dollars, and twenty-five dollars additional for every additional two thousand pounds, the average weight to be ascertained, in every case, by the actual weighing of the mails for

such a number of successive working days, not less than thirty, at such times, after June thirtieth, eighteen hundred and seventy-three, and not less frequently than once in every four years, and the result to be stated and verified in such form and manner as the Postmaster-General may direct. (R. S., § 4002.)

Sec. 716. Compensation of Railroads Reduced Ten Per Centum.—That the Postmaster-General be, and he is hereby, authorized and directed to readjust the compensation to be paid from and after the first day of July, eighteen hundred and seventy-six, for transportation of mails on railroad routes by reducing the compensation to all railroad companies for the transportation of mails ten per centum per annum from the rates fixed and allowed by the first section of an act entitled "An act making appropriations for the service of the Post-Office Department for the fiscal year ending June thirtieth, eighteen hundred and seventy-four, and for other purposes," approved March third, eighteen hundred and seventy-three [section 746], for the transportation of mails on the basis of the average weight. (Act of July 12, 1876, § 1; 19 Stats., 79.)

NOTE.—This act does not affect the compensation for railway postal cars, provided for in the act of March 3, 1873 (Opin. Att'y-Gen. Taft, October 7, 1876), and was not intended to affect existing contracts. (Opin. Att'y-Gen. Taft, December 21, 1876.)

The above statutes apply only to contracts made after their passage, or to such as did not require the performance for a specific period. (*Railway Co.* v. *U. S.*, 104 U. S., 687. See also 21 Ct. Claims R., 155.)

Sec. 717. Compensation of Railroads Reduced Five Per Centum More.—That the Postmaster-General be, and he is hereby, authorized and directed to readjust the compensation to be paid from and after the first day of July, eighteen hundred and seventy-eight, for transportation of mails on railroad routes by reducing the compensation to all railroad companies for the transportation of mails five per centum per annum from the rates for the transportation of mails, on the bases of the average weight fixed and allowed by the [preceding section] first section of an act entitled "An act making appropriations for the service of the Post-Office Department for the fiscal year ending June thirtieth, eighteen hundred and seventy-seven, and for other purposes," approved July twelfth, eighteen hundred and seventy-six. (Act of June 17, 1878, § 1; 20 Stats., 142.)

Sec. 718. Congress may Fix Compensation to be Paid Land-Grant Railroads.—All railway companies to which the United States have furnished aid by grant of lands, right of way, or otherwise shall carry the mail at such prices as Congress may by law provide; and, until such price is fixed by law, the Postmaster-General may fix the rate of compensation. (R. S., § 4001.)

For rights and obligations of land-grant roads under this section see 13 Opins. Att'y-Gen., 445, 536; 14 Opin., 428, 663.

The land-grant railroad companies, so called, are under perpetual contract with the United States to transport the mail at such prices as Congress may by law direct, and in the absence of such direction, then such as the Postmaster-General may determine. (*Railroad Co.* v. *The United States*, 21 Ct. Claims R., 155.)

A land-grant railroad company, carrying the mails under an express contrac authorized by law when it was made, is entitled to the contract rate specifie therein for the contract term, notwithstanding the reductions of the acts of June 12 1876, and June 17, 1878. (*R. R. Co.* v. *The United States*, 104 U. S., 687.) But a land grant railroad company carrying the mails without express contract was subject t the reduction ordered by said acts. (*R. R. Co.* v. *The United States*, 21 Ct. Claims, 155.

Subsidized railroads are bound to transport the mails at fair and reasonable rate not in excess of those charged to private parties for the same kind of service. (*R. R Co.* v. *The United States*, 21 Ct. Claims R., 155.)

Sec. 719. Compensation to be Paid Land-Grant Railroads.—That rail road companies whose railroad was constructed in whole or in part b a land grant made by Congress on the condition that the mails shoul be transported over their road at such price as Congress should by la direct shall receive only eighty per centum of the compensation autho ized by this act. (Act of July 12, 1876, § 13; 19 Stats., 82.) (See section 718.

Sec. 720. Mails to be Carried on Fastest Trains.—And if any railroa company shall fail or refuse to transport the mails, when required b the Post-Office Department, upon the fastest train or trains run upo said road, said company shall have its pay reduced fifty per centum c the amount provided by law. (Act of March 3, 1885, 23 Stats., 386; an see 23 Stats., 156.)

Sec. 721. Mails; how and when to be Weighed.—The Postmaster-Ger eral * * * is hereby directed to have the mails weighed as often a now provided by law by the employés of the Post-Office Department, an have the weights stated and verified to him by said employés, under suc instructions as he may consider just to the Post-Office Department and the railroad companies. (Act of March 3, 1875, § 1; 18 Stats., 341.)

Sec. 722. Weights upon Spur or Lateral Line.—Where the main line train carries onto a spur or lateral line the mail matter which has no relationship with the spur or lateral line, beyond the fact that the opera tions of the two are part of one railroad organization or train system, only such of the mails as are directly associated with, and are depen dent upon, the spur or lateral line for advancement or distribution shall be taken account of in computing the average daily weight car ried over such spur or lateral line.

Sec. 723. New Service—Time of Weighing.—The transportation of mails is authorized on railroad routes with the understanding that the rate of compensation shall be determined upon returns showing the weight of mails and character of the service, to be made within twelve months from the date of the commencement of the service, and no pay ment will be made except upon the basis of such returns. The mails should not be weighed until the service is fairly established on the route, and when the company is satisfied that this is accomplished, the fact should be reported to the Second Assistant Postmaster-General, whose duty it is to fix the time and direct the weighing of mails.

Sec. 724. To Provide Post-Office Cars.—In case any railroad company now furnishing railway post-office cars shall refuse to provide such cars,

such company shall not be entitled to any increase of compensation under the provisions of the next section. (R. S., § 4003.)

And hereafter when any railroad company fail or refuse to provide railway post-office cars when required by the Post-Office Department, or shall fail or refuse to provide suitable safety heaters and safety lamps therefor, with such number of saws and axes to each car for use in case of accident as may be required by the Post-Office Department, said company shall have its pay reduced ten per centum on the rates fixed in section four thousand and two of the Revised Statutes, as amended by act of June twelfth, eighteen hundred and seventy-six, entitled "An act making appropriations for the service of the Post-Office Department for the fiscal year ending June thirtieth, eighteen hundred and seventy-seven, and for other purposes," and as further amended by the act of June seventeenth, eighteen hundred and seventy eight, entitled "An act making appropriations for the service of the Post-Office Department for the fiscal year ending June thirtieth, eighteen hundred and seventy-nine, and for other purposes." (Act of March 1, 1881; 21 Stats., 375.)

Sec. 725. Dimensions of, and Additional Pay for, Post-Office Cars.—Additional pay may be allowed for every line comprising a daily trip each way of railway post-office cars, at a rate not exceeding twenty-five dollars per mile per annum for cars forty feet in length; and thirty dollars per mile per annum for forty-five-foot cars; and forty dollars per mile per annum for fifty-foot cars; and fifty dollars per mile per annum for fifty-five to sixty foot cars. (R. S., § 4004.)

NOTE.—This statute does not authorize a pro rata compensation to be paid for cars which are less than forty feet in length.

Sec. 726. Cars to be Furnished as Required.—That all cars or parts of cars used for the railway mail service shall be of such style, length, and character, and furnished in such manner, as shall be required by the Postmaster-General, and shall be constructed, fitted up, maintained, heated, and lighted by and at the expense of the railroad companies. (Act of March 3, 1879, § 4, 20 Stats., 358.) (See section 724.)

Sec. 727. Full Railway Post-Office Cars, and Pay Therefor.—No payment for railway post-office cars can be allowed, unless full cars of the length authorized (inside measurement), fully equipped in accordance with the requirements of the General Superintendent of Railway Mail Service, are furnished and used exclusively for post-office purposes.

The assignment of space in cars used partially for other than railway post-office purposes will not entitle the railroad company to railway post-office car pay.

No compensation will be allowed for full railway post-office cars prior to the time such cars are authorized by the Second Assistant Postmaster-General.

NOTE.—Where the Postmaster-General contracts for additional postal-car facilities to be paid for out of an appropriation therefor or out of appropriations "here-

after passed for a similar purpose," and subsequent appropriations are made a the company continues to perform the service, it is entitled to the compensati agreed upon. The provisions of the Revised Statutes (section 66), forbidding t Executive Departments to contract debts in excess of appropriations, must yield special provisions relating to a particular Department. Such contract may be ma for a term of four years; and if it make the liability of the Government conditio upon future appropriations, and they be subsequently made, it is valid. (*N. Central R. R.* v. *United States*, 21 Ct. Claims, 468.)

Sec. 728. Specific Requirements of the Service.—The rates of compens tion are computed upon the average weight of mails per day carri the whole length of the route; but the rates fixed by law require n only a certain weight of mails, but also that the mail shall be carri with due frequency and speed, and that suitable room, fixtures a furniture shall be provided in a car or apartment of car, proper lighted and warmed with safety lamps and safety heaters, for railw postal clerks to accompany and distribute the mails, as accessories the weight of mails, and that post-office inspectors and special agen be also carried on any train without specific charge therefor. T specific requirements of the service, with regard to these items, w be made known through the General Superintendent of the Mail Ser ice. The requirements as to due frequency and speed, and the si of the mail car or apartment are at all times to be determined by t Department.

Sec. 729. Financial Agent; Correspondence with Department.—As soon service is commenced on a route the railway company should apply the Auditor of the Treasury for the Post Office Department, for i structions respecting the designation of a financial agent to receive a receipt for payment for the service. All communications relative to affecting the pay for such service should be addressed to the Secon Assistant Postmaster-General (Railway Adjustment Division).

Sec. 730. Railroad Companies Requested to Report Receipts and E penses.—That the Postmaster-General shall request all railroad co panies transporting the mails to furnish, under seal, such data relati to the operating, receipts, and expenditures of such roads as may, his judgment, be deemed necessary to enable him to ascertain the co of mail transportation and the proper compensation to be paid for t same; and he shall, in his annual report to Congress, make such re ommendations, founded on the information obtained under this sectio as shall, in his opinion, be just and equitable. (Act of March 3, 187 § 6, 20 Stats., 358.)

Sec. 731. When Mail may be Carried on Railway Routes by Horse E press.—If the Postmaster-General is unable to contract for carrying t mail on any railway route at a compensation not exceeding the ma mum rates herein provided, or for what he may deem a reasonable a fair compensation, he may separate the letter mail from the other ma and contract, either with or without advertising, for carrying su letter mail by horse express or otherwise, at the greatest speed that c

reasonably be obtained, and for carrying the other mail in wagons, or otherwise, at a slower rate of speed. (R. S., § 3999.)

As to FINES and DEDUCTIONS, see chapter twenty-nine.

Sec. 732. Rates of Pay for Mail Transportation on the Pacific Railroads, and how Applied.—That the grants aforesaid are made upon the condition that said company shall * * * transport mails * * * upon said railroad for the Government, whenever required to do so by any Department thereof, and that the Government shall at all times have the preference in the use of the same for all the purposes aforesaid (at fair and reasonable rates of compensation, not to exceed the amounts paid by private parties for the same kind of service), and all compensation for services rendered for the Government shall be applied to the payment of said bonds and interest until the whole amount is fully paid. (Act of July 1, 1862, to aid in construction of a railroad and telegraph line from the Missouri River to the Pacific Ocean, § 6, 12 Stats., 493.)

And that only one-half of the compensation for services rendered for the Government by said companies shall be required to be applied to the payment of the bonds issued by the Government in aid of the construction of said roads. (Act of July 1, 1864, amendatory of last mentioned act, § 5, 13 Stats., 358.)

That the whole amount of compensation which may, from time to time, be due to said several railroad companies, respectively, for services rendered for the Government shall be retained by the United States, one-half thereof to be presently applied to the liquidation of the interest paid and to be paid by the United States upon the bonds so issued by it as aforesaid, to each of said corporations severally, and the other half thereof to be turned into the sinking fund hereinafter provided. (Act of May 1, 1878, § 2, 20 Stats., 58.)

NOTE.—The Supreme Court decided, in *U. S.* v. *Cent. Pac. R. R. Co.*, 118 U. S., 235, that the three acts above mentioned are in *pari materia* and to be construed together; and, so construed, the act of 1878 restores the provisions of the act of 1862 respecting retention of compensation for services performed by the railroad for the United States which had been changed by the act of 1864; and requires the Treasury to withhold all payments for services performed on the roads by the aid of Government grants.

Sec. 733. Payments to be Withheld.—The Secretary of the Treasury is directed to withhold all payments to any railroad company and its assigns on account of freights or transportation over their respective roads of any kind, to the amount of payments made by the United States for interest upon bonds of the United States issued to any such company, and which shall not have been reimbursed, together with the five per centum of net earnings due and unapplied, as provided by law. (R. S., § 5260.)

Sec. 734. Account thereof; how Stated.—That for the proper adjustment of the accounts of the Union Pacific, Central Pacific, Kansas Pacific, Western Pacific, and Sioux City and Pacific Railroad Companies, re-

spectively, for services which have been or may be hereafter performed for the Government for the * * * transportation of the mails, the Secretary of the Treasury is hereby authorized to make such entries upon the books of the Department as will carry to the credit of said companies the amounts so earned or to be earned by them during each fiscal year and withheld under the provisions of section fifty-two hundred and sixty, of the Revised Statutes of the act of Congress approved March seventh, eighteen hundred and seventy-eight: *Provided*, That this shall not authorize the expenditure of any money from the Treasury, nor change the method now provided by law for the auditing of such claims against the Government: *Provided further*, That this paragraph shall not be so construed as to be a disposition of any moneys due or to become due to or from said companies, respectively, or to, in any way, affect their rights or duties or the rights of the United States, under existing laws, it being only intended hereby to enable the proper accounting officers to state on the books of the Treasury the accounts between the Government and said companies respectively. (Act of March 3, 1879, 20 Stats., 420.)

Sec. 735. Temporary Service; Employment of, when Railroad Service Fails.—When a postmaster at a post-office dependent on a railroad for its mail supply, deems temporary mail service necessary because of a failure of the railroad service, he should ascertain the lowest rate at which he can obtain such temporary service and immediately report the facts to the Second Assistant Postmaster-General (by telegraph if necessary), stating the cause and probable duration of the failure, the point from which temporary service is desired, and the rate for such service.

If it is deemed advisable by the Department the Second Assistant Postmaster-General will authorize the postmaster to employ the temporary service.

No temporary service rendered necessary by the failure of railroad service must be employed by a postmaster until he has first obtained authority from the Second Assistant Postmaster-General to employ such temporary service.

No postmaster, husband, wife, or minor child of a postmaster, assistant postmaster, or other person employed in a post-office can be paid by the Department for carrying the mail.

CHAPTER TWENTY-FIVE.

MAIL-MESSENGER SERVICE.

Sec. 736. Authorized.—That the Postmaster-General be, and he is hereby, authorized to employ such mail-messenger service as may be necessary for the carriage of the mails in connection with railroad and steamboat service, transfer service between depots, over bridges or ferries, between post-offices, post-offices and branch offices or stations, in cases where by the laws and regulations of the Post-Office Department, railroad companies, steamboat companies, and the masters of vessels are not required to deliver into and take from the post-offices the mails carried on their lines or vessels. (Act of March 3, 1887, 24 Stats., 492.)

Sec. 737. Mail-Messenger Service; how Employed.—A mail messenger can not be employed without express authority from the Second Assistant Postmaster-General, and in no case can a postmaster, husband, wife, or minor child of a postmaster, assistant postmaster or any person employed in a post-office in any capacity receive pay from the Department for carrying the mail. (See sections 746 and 747.) Whenever such service is necessary to any post-office or postal station the postmaster will be authorized, by special instructions in each case, to advertise for ten days for sealed proposals to perform the service according to specifications prepared by the Department. He will give notice or advertise as directed, and secure the utmost possible publicity by calling thereto the attention of all persons likely to compete for the service. When the proposals have been received he will forward all of them, unopened and in one envelope, to the Second Assistant Postmaster-General, together with a report of his action, embracing a copy of the notice given, a statement of the manner of giving it, whether any of the persons making proposals are dissolute, dishonest, or irresponsible, and his opinion as to what is a reasonable compensation for the service to be required. The proposals will be opened by the Second Assistant Postmaster-General, and the lowest bidder, if honest and capable and his proposal be deemed reasonable and advantageous, will be designated by an order as mail messenger. No further written contract is required, nor will the mail messenger be designated for a definite period, unless the specifications expressly so provide; but he will be expected to serve at the compensation proposed, until his employment is terminated by due notice or order. He must give thirty days' notice of intention to relinquish the service.

In the performance of mail-messenger service the use of covered screen wagons is sometimes required, without the formality of a written contract with bond.

Before entering upon their employment mail messengers and their

assistants must take the oath given in section 35, which must be imm diately transmitted by the postmaster to the Second Assistant Pos master-General (Division of Inspection).

If a messenger die, resign, or abandon the service the postmast must report the fact to the Second Assistant Postmaster-General once, and may recommend another at the same rate of pay; but the D partment will readvertise if deemed advisable.

Sec. 738. Duties of Mail Messengers.—Mail messengers are required receive the mail from and deliver it into the post-offices, mail cars, a on board steamboats according to the schedules of arrivals and d partures for mail-messenger service prescribed by their postmaster to keep the mail pouches and sacks, while in their custody, guard from exposure to theft, or to wet or injury of any kind; to hand them carefully; not to throw them from vehicles or drag them so as injure the pouches or sacks or their contents, and to observe all regul tions or special instructions from the Department or the postmast affecting their service.

Sec. 739. Duties of Postmasters in Respect to Mail-Messenger Service.— Postmasters will instruct mail messengers in regard to the performanc of their duties, will prescribe schedules of arrivals and departures fo their service, allowing reasonable running time, requiring due receip and delivery in case of delayed incoming or outgoing trains or boats, a the emergency may require, and will keep accurate record of all fail ures to perform trips, and other delinquencies or irregularities, and re sulting delays or injuries therefrom.

Whenever mail-messenger service becomes unnecessary or ceases for any cause, the postmaster will immediately inform the Second Assist ant Postmaster-General of the facts.

When a post-office is within eighty rods of a railroad station at which an agent is employed, or within eighty rods of a steamboat landing, or when the cost of mail-messenger service can, in the judgment of the postmaster, be reduced by a readvertisement, he will immediately notify the Second Assistant Postmaster-General.

Sec. 740. Report of Mail Messenger Service.—Immediately after the expiration of each quarter the postmaster will make a report (on Form 2242) of the mail-messenger service employed at his post-office for such quarter, and transmit the same to the Second Assistant Postmaster-General (Division of Inspection). All temporary service must also be reported on Form 2242. The report must be properly filled up, giving legibly the name of the post-office, number of route, name of mail-messenger, number of trips a week required, annual pay, distance, name of railway or steamboat line between which and the post-office the route is established, and the dates inclusive on and between which the service is performed, and a statement of all failures to make trips, all failures by the fault of the messenger to make connections, and all other irregularities or delinquencies for which a fine or deduction should be im-

posed, and specifying the resulting delay or damage, if any, and the dates thereof.

Sec. 741. Employment of Temporary Mail-Messenger Service.—If temporary service becomes necessary, in any emergency, after mail-messenger service has been authorized on any route, postmasters will employ it, but at no higher rate of compensation than that received by the messenger in whose place the temporary service may be employed, and will immediately report to the Second Assistant Postmaster-General the reasons for such employment. When this service can not be secured by the postmaster at the rate allowed he must at once report that fact to the Second Assistant Postmaster-General, and state the lowest rate per annum at which the temporary service can be secured, and ask for authority to employ service at the increased rate. Where temporary service becomes necessary prior to the establishment of mail-messenger service, the postmaster must apply to the Second Assistant Postmaster-General for authority to employ same.

Sec. 742. Payment for Mail-Messenger Service.—All mail messengers are paid by warrant on the Treasury direct from the Department. Payments on this account must not be made by any postmaster.

Sec. 743. Covered Regulation Wagon Mail-Messenger, Transfer, and Mail-Station Service.—This service is required to be performed in regulation wagons built in accordance with plans and specifications furnished by the Department. It is let for a stated period, after a formal advertisement, and a contract and bond is required.

Sec. 744. Covered Screen Wagon Mail-Messenger, Transfer and Mail-Station Service (Under Contract).—This service may be performed in any suitable covered wagon, but such wagon must be protected on front, sides, and rear by strong wire screens and curtains. It is let for a stated period, after a formal advertisement, and a contract and bond is required.

CHAPTER TWENTY-SIX.

TRANSPORTATION ON STEAMBOAT AND STAR ROUTES.

Sec. 745. Term of Contracts.—No contract for carrying the mails shall be made for a longer term than four years, and no contract for carrying the mails on the sea shall be made for a longer term than two years. (R. S., § 3956.) (See sections 63, 775, and 803.)

Sec. 746. Who may not be Interested in Mail Contracts.—No postmaster, assistant postmaster, or clerk employed in any post-office shall be a contractor or concerned in any contract for carrying the mail. (R. S., § 3850.)

Postmasters are also liable to dismissal from office for acting as agents of contractors or bidders, with or without compensation, in any business,

matter, or thing relating to the mail service. They are the agents of the Department and can not act in such capacities.

Neither the husband or wife of a postmaster, nor any member of a postmaster's immediate family, will be permitted to become a mail contractor or subcontractor, or to receive compensation for carrying the mail.

No person under sixteen years of age will be permitted to carry the mail.

Sec. 747. Postal Employés not to be Interested.—No person employed in the Post-Office Department shall become interested in any contract for carrying the mail, or act as agent, with or without compensation, for any contractor or person offering to become a contractor, in any business before the Department; and any person so offending shall be immediately dismissed from office, and shall be liable to pay so much money as would have been realized from said contract, to be recovered in an action of debt, for the use of the Post-Office Department. (R. S., § 412.)

Sec. 748. Division of the United States into Contract Sections.—The United States is divided into four contract sections. A general letting for one of these sections occurs every year, and contracts are made at such general lettings for four consecutive years, commencing on the first day of July. The sections and their current contract terms are—

1. Maine, New Hampshire, Vermont, Massachusetts, Rhode Island, Connecticut, New York, New Jersey, Pennsylvania, Delaware, Maryland, District of Columbia, Virginia, and West Virginia; current term, July 1, 1889, to June 30, 1893.

2. North Carolina, South Carolina, Georgia, Florida, Alabama, Mississippi, Tennessee, and Kentucky; current term, July 1, 1892, to June 30, 1896.

3. Illinois, Indiana, Michigan, Ohio, Wisconsin, Minnesota, Iowa, and Missouri; current term, July 1, 1891, to June 30, 1895.

4. Arkansas, Louisiana, Texas, Indian Territory, Kansas, Nebraska, North Dakota, South Dakota, Montana, Wyoming, Colorado, New Mexico, Arizona, Utah, Idaho, Washington, Oregon, Nevada, and California; current term, July 1, 1890, to June 30, 1894.

Sec. 749. Miscellaneous Mail Lettings Defined.—The lettings for service upon new mail routes, established pursuant to law in any contract division of the United States during a contract term, and upon routes where the contractor has failed or abandoned his contract, are denominated miscellaneous mail lettings. Such lettings are made under advertisement to cover the mail service on such routes until the expiration of the contract term, when the service, if continued, is embraced in the general mail letting.

ADVERTISEMENT OF MAIL LETTINGS.

Sec. 750. Notice of Mail Lettings; how Given.—That before making any contract for inland mail transportation, other than by railroads and steamboats, except for temporary service, as provided for in [sections 767, 768, 769] an act approved August 11, 1876, amendatory of subsec-

246 and 251 of section 12 of an act approved June 23, 1874, the
aster-General shall cause to be published, in not exceeding ten
apers published in the State or Territory in which such service
e let, one of which shall be published at the seat of government
h State or Territory once a week for six consecutive weeks pre-
g the time of letting, a notice in displayed type, not to exceed six
s of space in one column of a newspaper, of the following purport:

Mail lettings—Notice to contractors.

POST-OFFICE DEPARTMENT,
Washington, D. C., —— —, *18—.*

posals will be received at the Contract Office of this Department
— a. m., of ———, ——, 18—, for carrying the mails of the United
s upon the routes, and according to the schedule of arrival and
ture, specified by the Department, in the State (or Territory) of
—, from ——, 18—, to ——, 18—. Lists of routes, with schedules
ivals and departures instructions to bidders, with forms for con-
s and bonds, and all other necessary information, will be furnished
application to the Second Assistant Postmaster-General.

———— ————,
Postmaster-General.

o other advertisement of miscellaneous lettings shall be required:
ided, That said contracts for mail letting shall not take place in
han sixty days after the first publication. (Act of May 17, 1878,
) Stats., 61.)

d the Postmaster-General shall direct, by special order in each case,
ewspapers in which mail lettings, or other proposals relative to
usiness of this Department, shall be advertised, and no publisher
be paid for such advertisements without having been requested
e Postmaster-General to publish the same. (R. S., § 3941 in part.)

o RATES FOR ADVERTISING see section 70.

d hereafter the Postmaster-General shall cause advertisements of
neral mail lettings of each State and Territory to be conspicu-
posted in each post-office in the State and Territory embraced in
advertisements for at least sixty days before the time of such
ral letting; and no other advertisement of such letting shall be
red; but this provision shall not apply to any other than general
lettings. (Act of March 1, 1881, 21 Stats., 374.)

d whenever it shall become necessary to employ temporary service
y mail route, it shall be the duty of the Postmaster-General to
rtise for bids, or proposals, for such service, by posting notices in
ost-offices at the termini of such route and upon a bulletin board
public place in the Post-Office Department building at Washington,
e District of Columbia, for at least ten days prior to such letting.
of March 1, 1881, 21 Stats., 374.)

That after providing by general advertisement for the transportation of the mails in any State or Territory as authorized by law, the Postmaster-General may secure any mail service that may become necessary before the next general advertisement for said State or Territory by posting notices, for a period of not less than ten days, in the post-offices at the termini of any route to be let, and upon a bulletin board in the Post-Office Department, inviting proposals, in such form and with such guaranty as may be prescribed by the Postmaster-General, for the performance of the proposed service. The contract for such service shall be made to run to the end of the contract term under the general advertisement, shall be made with the lowest bidder whose proposal is in due form, and who, under the law, is eligible as a bidder for such postal service. Temporary service rendered necessary by reason of the failure of any bidder or contractor to perform the service awarded him under this act may be employed by the Postmaster-General without advertisement, at a rate which he may deem reasonable, at the expense of any such failing bidder or contractor.

SEC. 2. That all acts or parts of acts inconsistent with the provisions of this act are hereby repealed. (Act of July 26, 1892.)

Sec. 751. Advertisement of Routes Omitted in General Letting.—Whenever by reason of any error, omission, or other cause any route which should properly be advertised for the regular letting is omitted, it shall be the duty of the Postmaster-General to advertise the same as soon as the error or omission shall be discovered, and the proposals for such route shall be opened as soon as possible after the other proposals in the same contract section; and the contract made under such supplementary advertisement shall run, as nearly as possible, from the beginning to the end of the regular contract term; and during the time necessarily lost by reason of such error, omission, or other cause, the Postmaster-General shall provide for the carrying of the mail on such route at as low rate as possible, without advertising. (R. S., § 3957.)

Sec. 752. Notice of Intention to Change Terms of Contract.—Whenever it becomes necessary to change the terms of an existing contract for carrying the mail otherwise than as provided in the preceding section, notice thereof shall be given and proceedings had thereon the same as at the letting of original contracts. (R. S., § 3958.)

NOTE.—The "preceding section" to the one above quoted is evidently not the one intended to be referred to. In the act of June 8, 1872 (17 Stats., 315), the section from which R. S., § 3958 was taken, reads, "otherwise than as provided in sections 261 and 262." Those sections reappeared in the revision as 3960 and 3961, and are here given as sections 784 and 786.

OF PROPOSALS AND BIDDERS.

Sec. 753. Proposals Accompanied by Bonds Approved by Postmasters.—That every proposal for carrying the mail shall be accompanied by the bond of the bidder, with sureties approved by a postmaster, and in cases

where the amount of the bond exceeds five thousand dollars, by a postmaster of the first, second, or third class, in a sum to be designated by the Postmaster-General in the advertisement of each route; to which bond a condition shall be annexed that if the said bidder shall, within such time after his bid is accepted as the Postmaster-General shall prescribe, enter into a contract with the United States of America, with good and sufficient sureties, to be approved by the Postmaster-General, to perform the service proposed in his said bid, and, further, that he shall perform the said service according to his contract, then the said obligation to be void, otherwise to be in full force and obligation in law; and in case of failure of any bidder to enter into such contract to perform the service, or, having executed a contract, in case of failure to perform the service, according to his contract, he and his sureties shall be liable for the amount of said bond as liquidated damages, to be recovered in an action of debt on the said bond. No proposal shall be considered unless it shall be accompanied by such bond and there shall have been affixed to said proposal the oath of the bidder, taken before an officer qualified to administer oaths, that he has the ability, pecuniarily, to fulfill his obligations, and that the bid is made in good faith, and with the intention to enter into contract and perform the service in case his bid is accepted. (R. S., § 3945, as amended by act of June 23, 1874, § 12; 18 Stats., 235.)

The approval of the sureties must be by a postmaster, and the certificate must be signed by him in person. An assistant, or clerk, or person acting for the sureties as postmaster is not authorized to approve the sureties of a bidder, either in his own name or in the name of the postmaster.

The sum required on each route is given in the schedule furnished to applicants as stated in the notice. (See section 750.)

Sec. 754. Sureties on Bidders' Bonds must Qualify.—That before the bond of a bidder, provided for in the aforesaid section, is approved, there shall be indorsed thereon the oaths of the sureties therein, taken before an officer qualified to administer oaths, that they are owners of real estate worth in the aggregate a sum double the amount of the said bond, over and above all debts due and owing by them, and all judgments, mortgages, and executions against them, after allowing all exemptions of every character whatever. Accompanying said bond, and as a part thereof, there shall be a series of interrogatories, in print or writing, to be prescribed by the Postmaster-General and answered by the sureties under oath, showing the amount of real estate owned by them, a brief description thereof, and its probable value; where it is situated; in what county and State the record evidence of their title exists. And if any surety shall knowingly and willfully swear falsely to any statement made under the provisions of this section he shall be deemed guilty of perjury, and, on conviction thereof, be punished as is provided by law for commission of the crime of perjury. (R. S., § 3946, as amended by act of August 11, 1876; 19 Stats., 129.)

The statement of the situation of the property should show the State and county in which it lies, and also separately specify the county and State in which record evidence of title exists. Bidders will carefully observe this requirement, as their bids can not be considered unless this provision of law is strictly complied with. Nothing in regard to the description of the property, its situation, or the place of record evidence of title should be left to be supplied by inference or intendment, nor be susceptible of doubtful meaning. (See section 765.)

Sec. 755. Penalty for Illegally Approving Bonds.—That any postmaster who shall affix his signature to the approval of any bond of a bidder or to the certificate of sufficiency of sureties in any contract before the said bond or contract is signed by the bidder or contractor and his sureties, or shall knowingly, or without the exercise of due dilligence, approve any bond of the bidder with insufficient sureties, or shall knowingly make any false or fraudulent certificate, shall be forthwith dismissed from office, and be thereafter disqualified from holding the office of postmaster, and shall also be deemed guilty of a misdemeanor, and, on conviction thereof, be punished by a fine not exceeding five thousand dollars, or by imprisonment not exceeding one year, or both. (R. S., § 3947, as amended by act of June 23, 1874, § 12; 18 Stats., 235.)

Sec. 756. Duties of Postmasters in Approving Sureties.—In considering approval of the sureties upon a bidder's bond, the postmaster is enjoined—

1. Not to sign the approval until the bidder and his sureties have signed the bond, and the sureties have duly signed and sworn to the oath accompanying the bond.

2. Not to accept sureties until due diligence has been exercised and their sufficiency is known or ascertained.

3. Not to accept married women, minors, or persons under guardianship or other disabilities as sureties; nor any persons mentioned in sections 746 and 747.

4. To see that the bonds are properly filled out, and that in the oath the description of the real estate fully complies with the requirements of section 754.

5. Not to divulge to any person the amount of any proposal certified by him.

6. To bear in mind that the statute imposes upon him an important duty and commands his dismissal from office for infidelity or negligence in its performance.

Sec. 757. How Proposals must be Prepared.—Proposals must be in the forms prescribed by the Department; and on star routes must propose to transport the mails with "celerity, certainty, and security."

Bids altered in the route, the service, the yearly pay, the name of the bidder, or any material part of the bond, by erasures or interlineations, should not be submitted, and will not be considered.

A modification of a bid in any of its essential terms is tantamount to

a new bid, and can not be received so as to interfere with regular competition. A bidder desiring to change his bid should withdraw it and submit a new one.

For mode and time of withdrawal see section 764.

Sec. 758. **Bidders must Inform Themselves as to Service Required.**—The distances stated in the advertisements are given according to the best information; but no increased pay will be allowed should the distance be greater than advertised, if the points to be supplied are correctly stated. Bidders must also inform themselves of and consider the weight of the mail, the likelihood of its increase, the fact that foreign as well as domestic mails, and also post-office supplies, may be carried; the condition of roads, hills, streams, etc., also whether there be toll bridges, ferries, or obstructions of any kind increasing the cost of service. No claim for extra pay can be allowed for alleged mistakes or misapprehension as to the degree of service, nor for increased distance by reason of destruction of bridges, discontinuance of ferries, or other obstructions, occurring during the contract term. Post-offices established during the contract term are to be visited without extra pay if the distance be not increased, and at pro rata pay for any increase.

Sec. 759. **Special Instructions to Bidders.**—Bidders should propose for service strictly according to the advertisement, notwithstanding changes made in the existing service subsequent to the advertisement.

There should be but one route bid for in a proposal. Consolidated or combination bids ("proposing one sum for two or more routes") can not be considered.

The route, the service, the yearly pay, the name and residence of the bidder (that is, his usual post-office address), and the name of each member of a firm, where a company offers, should be distinctly stated.

Bidders are requested to carefully examine their bids to see that they are in accordance with the requirements of the advertisement, and to retain copies of them.

Sec. 760. **Bidders must be Competent to Contract.**—No bidder will be accepted who is under twenty-one years of age, or who is a married woman, or who is disqualified in any manner from entering into a valid, binding contract. (See sections 746 and 747.)

Sec. 761. **Bidders may not Assign or Transfer their Bids.**—Bids or interests in bids can not be transferred or assigned to other parties. The bidder will therefore take notice that he will be required to enter into contract to perform the service awarded to him, and will be liable for failure, even though the contract of an assignee be tendered in lieu of his own.

Sec. 762. **Combinations to Prevent Bids; Penalty.**—No contract for carrying the mail shall be made with any person who has entered, or proposed to enter, into any combination to prevent the making of any bid for carrying the mail, or who has made any agreement, or given or performed, or promised to give or perform, any consideration whatever to

induce any other person not to bid for any such contract; and if a person so offending is a contractor for carrying the mail his contra may be annulled; and for the first offense the person so offending sh be disqualified to contract for carrying the mail for five years, and f the second offense shall be forever disqualified. (R. S., § 3950.) (S section 766.)

Sec. 763. All Proposals to be Recorded and Filed.—The Postmaste General shall have recorded, in a book to be kept for that purpose, true and faithful abstract of all proposals made to him for carrying t mail, giving the name of the party offering, the terms of the offer, t sum to be paid, and the time the contract is to continue; and he sha put on file and preserve the originals of all such proposals. (R. S., 3948.)

Sec. 764. Proposals for Carrying the Mail; how Delivered and Opened.- Proposals for carrying the mail shall be delivered sealed, and so kep until the bidding is closed, and shall then be opened and marked in th presence of the Postmaster-General and one of the Assistant Post masters-General, or of two of the Assistant Postmasters-General, or o any other two officers of the Department, to be designated by the Post master-General; and any bidder may withdraw his bid at any time before twenty-four hours previous to the time fixed for the opening o proposals, by serving upon the Postmaster-General, or the Second As sistant Postmaster-General, notice in writing of such withdrawal. (R. S., § 3944.)

No withdrawal will be allowed unless received twenty-four hours previous to the time fixed for opening the proposals.

Sec. 765. Bids not to be Considered, but Rejected.—Bids, under a general or miscellaneous advertisement, received at the Post-Office Depart ment after the time fixed in such advertisement for the receipt of bids, will not be considered. If sent by mail or express ample time should be allowed for their transit, as they can not be deemed to be received at the Department until actually delivered at the contract office. Neither can bids be considered which are without the bond, oath, or other es sential part of the form prescribed by the Department. (See sections 753 and 754.)

The Postmaster-General reserves the right to reject all bids on any route whenever in his judgment the interests of the service require it; and also to disregard bids accompanied with bonds on which there ap pears as surety the name of a person who is barred from bidding by reason of being a failing bidder or contractor, or for any other reason.

Sec. 766. Contracts Awarded.—All contracts for carrying the mail shall be in the name of the United States, and shall be awarded to the lowest bidder tendering sufficient guaranties for faithful performance, without other reference to the mode of transportation than may be necessary to provide for the due celerity, certainty, and security thereof; but the Postmaster-General shall not be bound to consider the

bid of any person who has willfully or negligently failed to perform a former contract. (R. S., § 3949.)

Sec. 767. Bidder Failing, Contract with Other Persons Authorized.—That after any regular bidder whose bid has been accepted shall fail to enter into contract for the transportation of the mails according to his proposals, or having entered into contract shall fail to commence the performance of the service stipulated in his or their contract, as therein provided, the Postmaster-General shall proceed to contract with the next lowest bidder or bidders in the order of their bids for the same service, who will enter into a contract for the performance thereof, unless the Postmaster-General shall consider such bid or bids too high, and in case each of said bids shall be considered too high then the Postmaster-General shall be authorized to enter into contract, at a price less than that named in said bids, with any person, whether a bidder or not, who will enter into contract to perform the service in accordance with the terms and provisions prescribed for the execution of other contracts for similar service; and in case no satisfactory contract can be thus obtained he shall readvertise such route. (R. S., § 3951, as amended by act of August 11, 1876, 19 Stats., 129.)

Sec. 768. Contractor Failing, Contracts with other Persons Authorized.—And if any bidder whose bid has been accepted, and who has entered into a contract to perform the service according to his proposal, and in pursuance of his contract has entered upon the performance of the service, to the satisfaction of the Postmaster-General, shall subsequently fail or refuse to perform the service according to his contract, the Postmaster-General shall proceed to contract with the next lowest bidder for such service, under the advertisement thereof (unless the Postmaster-General shall consider such bid too high), who will enter into contract and give bond, with sureties to be approved by the Postmaster-General, for the faithful performance thereof, in the same penalty and with the same terms and conditions thereto annexed as were stated and contained in the bond which accompanied his bid; and in case said next lowest bidder shall decline to enter into contract for the performance of such service, then the Postmaster-General may award the service to, and enter into contract with, any person, whether a bidder on said route or not, who will enter contract to perform the service and execute a bond of like tenor and effect as that required of bidders, in a penalty to be prescribed and with sureties to be approved by the Postmaster-General, for the performance of the service contracted to be performed at a price not exceeding that named in the bid of the said next lowest bidder; and if no contract can be secured at the price named in said next lowest bid, then the Postmaster-General shall proceed to secure a contract, at a price not considered too high, with any person who will execute such contract in accordance with the law applicable thereto, giving, in all cases, the preference to the regular bidders on the list whose bids do not exceed the price at which others will

contract therefor; and if no satisfactory contract can be thus secured the route shall be readvertised. (Id.) (See sections 770 and 754.)

Sec. 769. Temporary Contracts Authorized at Last Contract Price.—Whenever an accepted bidder shall fail to enter into contract, or a contractor on any mail route shall fail or refuse to perform the service on said route according to his contract, or when a new route shall be established or new service required, or when, from any other cause, there shall not be a contractor legally bound or required to perform such service, the Postmaster-General may make a temporary contract for carrying the mail on such route, without advertisement, for such period as may be necessary, not in any case exceeding six months, until the service shall have commenced under a contract made according to law: *Provided, however*, That the Postmaster-General shall not employ temporary service on any route at a higher price than that paid to the contractor who shall have performed the service during the last preceding contract term. "And in all cases of regular contracts hereafter made, the contract may, in the discretion of the Postmaster-General, be continued in force beyond its express terms for a period not exceeding six months, until a new contract with the same or other contractors shall be made by the Postmaster-General." (Id.)

See note to next section.

Sec. 770. Temporary Service; when Authorized.—That in cases where special service has already been placed on new routes, the Postmaster-General may, in his discretion, extend such service until the time when service can be obtained by advertisement, not exceeding in any case one year. And whenever an accepted bidder shall fail to enter into contract, or a contractor on any mail route shall fail or refuse to perform the service on said route according to his contract, or when a new route shall be established or new service required, or when, from any other cause, there shall not be a contractor legally bound or required to perform such service, the Postmaster-General may make a temporary contract for carrying the mail on such route, without advertisement, for such period as may be necessary, not, in any case, exceeding one year, until the service shall have commenced under a contract made according to law, and any provision of statute in conflict with this provision is hereby repealed. (Act of June 12, 1879, 21 Stats., 11.)

NOTE.—This section extends the limit of duration of temporary service, fixed in the preceding section at six months, to one year. See next section for additional provisions, and note thereto.

Sec. 771. Service; how Supplied on Failure of Contractor to Enter upon or Continue same.—Whenever a contractor for postal service fails to commence proper service under the contract, or, having commenced service, fails to continue in the proper performance thereof, the Postmaster-General may employ temporary service on the route, at a rate of pay per annum not to exceed the amount of the bond required to

accompany proposals for service on such route, as specified in the advertisement of the route, or at not exceeding pro rata of such bond in cases where service shall have been ordered to be increased, reduced, curtailed, or changed subsequent to the execution of contract; the cost of such temporary service to be charged to the contractor, and to continue until the contractor commences or resumes the proper performance of service or until the route can be relet, as now provided by law, and service commenced under the new award of contract. All acts or parts of acts inconsistent with the provisions of this act being hereby repealed. (Act of August 3, 1883, § 2; 22 Stats., 216.)

NOTE.—This section appears to put as a limitation on the cost of new temporary service, though employed under either of the three preceding sections, that it shall not exceed the amount of the bond required in the advertisement; and also that it shall continue only until the contractor performs; but it does not apply to new service, and except as to such new service it is merely cumulative of remedy. [See Sec. 750.]

Sec. 772. **When Postmasters may Employ Temporary Service.**—When any contractor fails to begin the performance of mail service under his contract, or having begun service fails to continue the same, it is the duty of the postmaster at the head of the route [*i. e.*, the post-office first named in the advertisement and contract] to employ temporary service at the lowest rate possible, but in no case at a higher rate per annum than the amount of the bond specified in the advertisement of the route, if the route has not been changed by increase or decrease in length or in number of trips. If the route has been so changed, pay for temporary service must not exceed pro rata of the bond prescribed for the advertised service, according to the preceding section. Such service can be continued only until the contractor, in person or by agent, appears and takes charge of the route. Postmasters should immediately report to the Second Assistant Postmaster-General any action taken in employing temporary service, and are forbidden to pay for such service unless expressly directed to do so by him.

Sec. 773. **Gratuitous Service in Carrying the Mail; when Permissible.**—Upon application to the Second Assistant Postmaster-General, permission will be given to postmasters to send and receive mail by sworn carriers to and from their "supply offices" on other days than those on which regular trips are provided for, when such extra service can be obtained without expense to the Department. Until such permission is given, and the postmaster at the "supply office" notified thereof, he must refuse to receive matter thus brought to his office upon which stamps have been canceled, or to deliver matter for another office to any but the regular carrier.

Sec. 774. **Penalty for Making Straw Bids.**—Any person or persons bidding for the transportation of the mails upon any route which may be advertised to be let, and receiving an award of the contract for such service, who shall wrongfully refuse or fail to enter into contract with

the Postmaster-General in due form to perform the service described his or their bid or proposal, or having entered into such contract sh wrongfully refuse or fail to perform such service, shall, for any su failure or refusal be deemed guilty of a misdemeador, and be punish by a fine of not more than five thousand dollars, and by imprisonme for not more than twelve months. And the failure or refusal of any su person or persons to enter into such contract in due form, or havi entered into such contract, the failure or refusal to perform such servi shall be *prima facie* evidence in all actions or prosecutions arising und this section that such failure or refusal was wrongful. (R. S., § 3954, amended by act of August 11, 1876, 19 Stats., 130.)

STEAMBOAT SERVICE.

Sec. 775. Contracts for Water Routes.—When from any cause it ma become necessary to make a new contract for carrying the mails upo any water route between ports of the United States, upon which ma service has previously been performed, the Postmaster-General ma contract with the owner or master of any steamship, steamboat, c other vessel plying upon the waters or between ports of the Unite States, for carrying the mail upon said route for any length of tim not exceeding four years and without advertising for proposals ther for whenever the public interest and convenience will thereby be pr moted; but the price paid for such service shall in no case be greate than the average price paid under the last preceding or then existin regular contract upon the same route. And the Postmaster-Gener may contract with the owners or masters of steamships, steamboat or other vessels plying upon the waters or between ports of the Unite States for carrying the mails upon such routes where no mail servic has previously been performed, without advertising for proposal therefor; but no contract for such new service shall be for a longe time than one year. No contract for carrying the mails between th United States and any foreign port shall be for a longer time than tw years, unless otherwise directed by Congress. So much of section thirty-nine hundred and forty-three, thirty-nine hundred and fifty-si (Sec. 745), and thirty-nine hundred and seventy of the Revised Stat utes as is in conflict with the preceding sections is hereby repealed (Act of May 17, 1878, § 5, 20 Stats., 62.)

FOR AUTHORITY TO CONTRACT FOR LIMITED SEA ROUTE AS DOMESTIC SERVICE see section 706.

Sec. 776. Mail Apartments to be Furnished on Mail Steamboats.—O routes where steamboat service is in operation the contractor will b required to furnish steamboats which are safe, suitable, and satisfac tory to the Postmaster-General.

As a postal clerk may be placed on each boat to take entire charg of the mails and all mail matter, the contractor may be required to fi

up, on each boat employed in the service, a room suitable for an office, with a sleeping apartment attached, for the exclusive use of the postal clerk, and to furnish first-class board to such clerk without charge.

EXECUTION OF CONTRACTS AND REQUIREMENTS OF PERFORMANCE.

Sec. 777. Time of Executing Contracts.—Contracts are to be executed in duplicate and both filed in the Department by or before the day specified in the advertisement for proposals; otherwise the accepted bidder will be considered as having failed, and the Postmaster-General may proceed to contract for the service with other parties according to law.

A copy will be furnished the contractor if requested.

Sec. 778. Requirements of Contractors.—All contractors are required—

1. To carry the entire mail, whatever its weight or bulk and whatever may be the mode of conveyance necessary to transport it; and no additional pay can be allowed for any increase in the size or weight of the mail during the contract term.

2. Not to leave bags of newspapers and pamphlets on their routes, except at the proper offices of destination or distribution thereof.

3. To give due attention to the preservation of mail bags, and not to allow them to be dragged about or otherwise injured.

4. To carry all post-office blanks or other supplies, all mail bags, locks, and keys, without extra charge.

5. To carry free of charge, when the mode of conveyance admits of it, all post-office inspectors or others special agents of the Department, on production of their credentials; and any sums exacted for transportation of such officers will be deducted from their contract pay.

6. To observe all other requirements, whether of the laws, regulations, or orders of the Department, or inserted in their contracts, respecting the performance of their duties.

Sec. 779. For what Causes Contracts may be Annulled.—The Postmaster-General may annul a contract for the following delinquencies on the the part of the contractor:

1. For repeated failure to run agreeably to contract.

2. For assigning the contract.

3. For violation of the postal laws or disobeying the instructions of the Department.

4. For refusing to discharge a carrier when required by the Department.

5. For transporting persons or packages, conveying mail matter out of the mail, except as authorized by law.

6. When the contract has been sublet for less than the contract price, as authorized in section 794.

7. For failure to furnish a new surety when required under the next section.

8. For subletting a route in violation of any of the conditions of the permission to sublet.

9. For any other cause specified in the contract or any statute.

Sec. 780. New Sureties on Contracts may be Required or Accepted.—The Postmaster-General, whenever he may deem it consistent with the public interest, may accept or require new surety upon any contract existing or hereafter made for carrying the mails, in substitution for and release of any existing surety. (R. S., § 3955, as amended by act of March 3, 1879, § 30; 20 Stats., 362.)

Sec. 781. Payment on Contracts.—No person whose bid for carrying the mail is accepted shall receive any pay until he has executed his contract according to law and the regulations of the Department. (R. S., § 3950.)

That where any person, corporation, or partnership shall have contracts for the performance of mail service upon more than one route, and any failure to perform the service according to contract on any one or more of such routes shall occur, no payment shall be made for service on any one of the routes under contract with such person, corporation, or partnership until such failure has been removed and all penalties therefor fully satisfied. (Act of May 4, 1882; 22 Stats., 54.)

Payments will be made by warrant on the Treasury direct from the Department, after the expiration of each quarter, and as soon as accounts can be settled, if required evidence of service has been received.

A contractor for carrying the mail can not draw pay from the Department for services rendered or work done prior to his taking the oath. (11 Op. Att. Gen'l., 498.)

Sec. 782. After Contracts Expire Postmasters may not Pay for Service.—After the expiration of a contract, and until the Postmaster-General has decided upon a new contract or upon the expediency of discontinuing the post-office, postmasters can not make any contract or payment for service, special or temporary, unless expressly authorized to do so by the Postmaster-General.

Sec. 783. Changes of Schedule Time of Arrival and Departure.—The Postmaster-General may change schedules of departures and arrivals in all cases, without increase of pay, provided the running time be not abridged. But an application for schedule change will not be granted—

1. Without the assent of the postmasters at the ends of the route, except in case of manifest necessity.

2. Without the approval of all postmasters when it is asked that an intermediate office be made a schedule point.

3. Unless agreed to by the contractor, except in cases where the propriety of the change is clearly shown.

4. If more running time be asked than is given in the contract schedule, or more than pro rata time on routes which have been curtailed.

5. If it allow less than the contract running time (or pro rata thereof) without the consent of the contractor and his sureties.

it break connection with any other route.
t put the mail on a wrong day for newspapers circulated over
e.
t prevent or lessen any other accommodation to the public.
he contracts be not executed and on file in the Department.
it fail to show a good reason for the change.

34. Increase of Compensation for Increased Service.—Compensa-
additional service in carrying the mail shall not be in excess of
ct proportion which the original compensation bears to the
service, and when any such additional service is ordered the
be allowed therefor shall be expressed in the order and entered
e books of the Department; and no compensation shall be paid
additional regular service rendered before the issuing of such
(R. S., § 3960.)

35. Extension of Mail Service on Routes.—That the Postmaster-
is hereby authorized, in cases where the mail service would be
improved, to extend service on a mail route under contract, at
eding pro rata additional pay, for any distance not exceeding
five miles beyond either terminal point named in said contract:
d, That, no service shall be extended beyond the original ter-
oints more than once during the term for which the contract
ve been made. (Act of August 3, 1882, § 1; Stats., 216.)

36. Increase of Compensation for Increased Celerity.—No extra
ce shall be made for any increase of expedition in carrying the
less thereby the employment of additional stock and carriers is
ecessary, and in such case the additional compensation shall
greater proportion to the additional stock and carriers neces-
mployed than the compensation in the original contract bears
tock and carriers necessarily employed in its execution. (R.
31.)

ded, That the Postmaster-General shall not hereafter have the
o expedite the service under any contract either now existing
ıfter given to a rate of pay exceeding fifty per centum upon the
t as originally let. (Act of April 7, 1880, § 2 in part; 21 Stats., 72.)

37. Increased Celerity; how Provided.—Whenever it shall become
ry to increase the speed upon which the mail is carried on any
ıte, the contractor shall have the option of continuing service
he expedited running time, with the consent of his sureties,
additional compensation; but if after offer he does not promptly
e to so continue the service, it shall be readvertised for the re-
unning time required.

38. Decreased Compensation for Decreased Service.—The Postmas-
eral may discontinue or curtail the service on any route, in
r in part, in order to place on the route superior service, or
er the public interests, in his judgment, shall require such dis-
ance or curtailment for any other cause; he allowing, as full in-

demnity to the contractor, one month's extra pay on the amount of services dispensed with, and a pro rata compensation for the amount of services retained and continued.

NOTE.—The one month's extra pay provided to be paid by this section is the full measure of the contractor's damages for the Postmaster-General's refusal to let the contract be carried into effect. (*Garfield's Case*, 11 Ct. Claims, 322; 93 U. S., 242.)

SUBLETTING OF CONTRACTS.

Sec. 789. Contracts can not be Assigned or Transferred.—No contractor for transporting the mail within or between the United States and any foreign country shall assign or transfer his contract, and all such assignments or transfers shall be null and void. (R. S., § 3963.)

Sec. 790. Contracts not Sublet without Consent of Postmaster-General.—Hereafter no subletting or transfer of any mail contracts shall be permitted without the consent in writing of the Postmaster-General; and whenever it shall come to the knowledge of the Postmaster-General that any contractor has sublet or transferred his contract, except with the consent of the Postmaster-General as aforesaid, the same shall be considered as violated and the service may be again advertised as herein provided for; and the contractor and his securities shall be liable on their bond to the United States for any damage resulting to the United States in the premises. (Act of May 17, 1878, § 2; 20 Stats., 62.)

See 16 Opins. Att'y-Gen., 61.

Sec. 791. Subcontracts Permissible with Consent of Postmaster-General.—Hereafter, when any person or persons being under contract with the Government of the United States for carrying the mails, shall lawfully sublet any such contract, or lawfully employ any other person or persons to perform the service by such contractor agreed to be performed, or any part thereof, he or they shall file in the office of the Second Assistant Postmaster-General a copy of his or their contract; and thereupon it shall be the duty of the Second Assistant Postmaster-General to notify the Auditor of the Treasury for the Post-Office Department of the fact of the filing in his office of such contract. Said notice shall embrace the name or names of the original contractor or contractors, the number of the route or routes, the name or names of the subcontractor or subcontractors, and the amount agreed to be paid to the subcontractor or subcontractors. And upon the receipt of said notice by the Auditor of the Treasury for the Post-Office Department, it shall be his duty to retain, out of the amount due the original contractor or contractors, the amount stated in said notice as agreed to be paid to the subcontractor or subcontractors, and shall pay said amount, upon the certificate of the Second Assistant Postmaster-General, to the subcontractor or subcontractors, under the same rules and regulations now governing the payments made to original contractors: *Provided*, That upon satisfactory evidence that the original contractor or contractors

have paid off and discharged the amount due under his or their contract to the subcontractor or subcontractors, it shall be the duty of the Second Assistant Postmaster-General to certify such fact to the Auditor of the Treasury for the Post-Office Department; and thereupon said Auditor shall settle with the original contractor or contractors, under the same rules as are now provided by law for such settlements. (Act of May 17, 1878, § 3, 20 Stats., 62.)

Sec. 792. Regulations under which Subcontracts may be Made.—Contractors must in all cases secure the permission of the Postmaster-General before making a subcontract on any route. The application to sublet must be made separately for each route, specifying the number and terminal points thereof.

A subcontract must embrace but one route, must be executed in triplicate for service upon the whole route, and for a period not less than one year, or for the balance of the contract term when less than one year, and one copy thereof must be filed in the office of the Second Assistant Postmaster-General, within thirty days after the time when the service is to begin under it; and the subcontractor, if he desires to avail himself of the protection afforded by the preceding section, should satisfy himself that this provision is complied with by the contractor, or should file a copy of the subcontract himself. It must be executed in the form prescribed by the Postmaster-General, and must specify the rate to be paid per annum under it in case the service shall be changed; must stipulate that the subcontractor shall assume liability for fines and deductions, and that he shall receive pro rata of the one month's extra pay allowed the contractor for curtailment, reduction, or discontinuance of service.

None of the stipulations of the subcontract (Form No. 2075) are to be eliminated therefrom, and no collateral stipulations of any character whatever are to be added thereto.

The execution of a subcontract on any route without permission, or, if after permission, in violation of these instructions, renders the original contract liable to annulment.

Neither the permission to sublet, nor the recognition of the subcontract made in pursuance thereof, shall be construed as releasing the contractor from any of the obligations of his contract with the United States.

The subcontractor must be a resident of a locality upon or contiguous to the route. The evidence of payment of a subcontractor by a contractor, provided in the next preceding section, must be the receipt of the subcontractor, attested by a postmaster at a terminus of the route sublet, on a form prescribed by the Second Assistant Postmaster-General.

Should it become necessary to file a copy of a subcontract, such copy must be certified to be a true copy of the original by a postmaster at one of the termini of the route therein sublet.

No subcontract can be recognized unless made with the original contractor.

Contractors who desire credits for payments to subcontractors of record, are required to file notice of their intention to make such payments in the office of the Second Assistant Postmaster-General (Division of Inspection) within ten days after the expiration of the quarter to which such payment or proposed payment relates, and to file in such office within thirty days after the expiration of the quarter the prescribed receipt showing the payment.

If the subcontract rate of pay is greater than that named in the contract, the Department can pay the subcontractor at the latter rate only, and for the remainder he must look to the contractor.

Sec. 793. Lien of the Employé of a Mail Contractor.—*And provided further*, That if any person shall hereafter perform any service for any contractor or subcontractor in carrying the mail, he shall, upon filing in the Department his contract for such service, and satisfactory evidence of its performance, thereafter have a lien on any money due such contractor or subcontractor for such service to the amount of the same; and if such contractor or subcontractor shall fail to pay the party or parties who have performed service as aforesaid the amount due for such service within two months after the expiration of the quarter in which such service shall have been performed, the Postmaster-General may cause the amount due to be paid said party or parties and charged to the contractor, provided that such payment shall not in any case exceed the rate of pay per annum of the contractor or subcontractor. (Act of May 4, 1882, 22 Stats., 54.)

Sec. 794. Postmaster-General may Annul Sublet Contracts.—That whenever any contractor or subcontractor shall sublet his contract for the transportation of the mail on any route for a less sum than that for which he contracted to perform the service, the Postmaster-General may, whenever he shall deem it for the good of the service, declare the original contract at an end, and enter into a contract with the last subcontractor, without advertising, to perform the service on the terms at which the last subcontractor agreed with the original contractor or former subcontractor to perform the same: *Provided*, That such last subcontractor shall enter into a good and sufficient bond and that the original contractor shall not be released from his contract until a good and sufficient bond has been made by such last subcontractor and accepted by the Post-Office Department: *Provided further*, That when a contract hereafter made is declared void on account of its having been sublet the contractor shall not be entitled to one month's extra pay as provided by law. (Act of May 4, 1882, 22 Stats., 53.)

Sec. 795. Copies of Mail Contracts for the Auditor.—The Postmaster-General shall deliver to the Sixth Auditor, within sixty days after the making of any contract for carrying the mail, a duplicate copy thereof. (R. S., § 404.)

CHAPTER TWENTY-SEVEN.

FOREIGN MAIL SERVICE.

796. **Transportation of Domestic Mails through Foreign Countries.**—stmaster-General, after advertising for proposals, m. y enter into :ts or make suitable arrangements for transporting the mail h any foreign country, between any two points in the United and such transportation shall be by the speediest, safest, and :onomical route; and all contracts therefor may be revoked when- ıy new road or canal shall be opened affording a speedier, more ıical, and equally safe transportation between the same points; case of the revocation of any such contract, a fair indemnity shall rded to the contractor. (R. S., § 4006.)

797. **Contracts for Carrying Foreign Mails.**—The Postmaster-Gen- ıy, after advertising for proposals, enter into contracts for the ɔrtation of the mail between the United States and any foreign r whenever the public interests will thereby be promoted. (R. S., No contract for carrying the mails between the United States y foreign port shall be for a longer time than two years, unless ise directed by Congress. (Act of May 17, 1878, § 5, 20 Stats., 62.)

798. **How Foreign Mails may be Carried.**—The mail between the States and any foreign port, or between ports of the United touching at a foreign port, shall be transported in steamships; Postmaster-General may have such transportation performed ing vessels when the service can be facilitated thereby. (R. S.,

799. **Limit of Compensation for Carrying Foreign Mails.**—For trans- the mail between the United States and any foreign port, or n ports of the United States touching at a foreign port, the Post- -General may allow as compensation, if by a United States steam- ıy sum not exceeding the sea and United States inland postage; by a foreign steamship or by a sailing vessel, any sum not ex- the sea postage, on the mail so transported. (R. S., § 4009.)

800. **Foreign Mail Contractors may be Fined.**—The Postmaster- l may impose fines on contractors for transporting the mail be- he United States and any foreign country for any unreasonable ecessary delay in the departure of such mail or the performance trip; but the fine for any one default shall not exceed one-half tract price for the trip. (R. S., § 4010.)

801. **Foreign Mail Contracts may be Terminated by Congress.**—Every t for transporting the mail between the United States and any country shall contain, besides the usual stipulation for the right Postmaster-General to discontinue the same, the further stipula- it it may be terminated by Congress. (R. S., § 4011.)

Sec. 802. Transportation of Foreign Mails through the United States.—The Postmaster-General may, by and with the advice and consent of the President, make any arrangements which may be deemed just and expedient for allowing the mails of Canada, or any other country adjoining the United States, to be transported over the territory of the United States from one point in such country to any other point in the same, at the expense of the country to which the mail belongs, upon obtaining a like privilege for the transportation of the United States mail through the country to which the privilege is granted; but such privilege may at any time be annulled by the President or Congress from and after one month succeeding the day on which notice of the act of the President or Congress is given to the chief executive or head of the post-office department of the country whose privilege is to be annulled. (R. S., § 4012.)

Sec. 803. Ocean Mail Service Between the United States and Foreign Ports, to Promote Commerce.—That the Postmaster-General is hereby authorized and empowered to enter into contracts for a term not less than five nor more than ten years in duration, with American citizens, for the carrying of mails on American steamships between ports of the United States and such ports in foreign countries, the Dominion of Canada excepted, as in his judgment will best subserve and promote the postal and commercial interests of the United States, the mail service on such lines to be equitably distributed among the Atlantic, Mexican Gulf, and Pacific ports. Said contracts shall be made with the lowest responsible bidder for the performance of said service on each route, and the Postmaster-General shall have the right to reject all bids not in his opinion reasonable for the attaining of the purposes named.

SEC. 2. That before making any contract for carrying ocean mails in accordance with this act the Postmaster-General shall give public notice by advertising once a week, for three months, in such daily papers as he shall select in each of the cities of Boston, New York, Philadelphia, Baltimore, New Orleans, St. Louis, Charleston, Norfolk, Savannah, Galveston, and Mobile, and when the proposed service is to be on the Pacific Ocean, then in San Francisco, Tacoma, and Portland. Such notice shall describe the route, the time when such contract will be made, the duration of same, the size of the steamers to be used, the number of trips a year, the times of sailing, and the time when the service shall commence, which shall not be more than three years after the contract shall be let. The details of the mode of advertising and letting such contracts shall be conducted in the manner prescribed in chapter eight of title forty-six of the Revised Statutes for the letting of inland mail contracts so far as the same shall be applicable to the ocean mail service.

SEC. 3. That the vessels employed in the mail service under the provisions of this act shall be American built steamships, owned and

ered by American citizens, in conformity with the existing laws,) owned and officered and registered according to law, and upon ı departure from the United States the following proportion of the r shall be citizens of the United States, to wit: During the first two 's of such contract for carrying the mails, one-fourth thereof; during next three succeeding years, one-third thereof; and during the aining time of the continuance of such contract at least one-half eof; and shall be constructed after the latest and most approved :s, with all the modern improvements and appliances for ocean mers. They shall be divided into four classes. The first class l be iron or steel screw steamships, capable of maintaining a speed wenty knots an hour at sea in ordinary weather, and of a gross stered tonnage of not less than eight thousand tons. No vessel :pt of said first class shall be accepted for said mail service under provisions of this act between the United States and Great Britain. second class shall be iron or steel steamships, capable of main- ıing a speed of sixteen knots an hour at sea in ordinary weather, of a gross registered tonnage of not less than five thousand tons. third class shall be iron or steel steamships, capable of maintaining)eed of fourteen knots an hour at sea in ordinary weather, and of a ss registered tonnage of not less than two thousand five hundred s. The fourth class shall be iron or steel or wooden steamships, able of maintaining a speed of twelve knots an hour at sea in inary weather, and of a gross registered tonnage of not less than en hundred tons. It shall be stipulated in the contract or con- :ts to be entered into for the said mail service that the said vessel r carry passengers with their baggage in addition to said mails and r do all ordinary business done by steamships.

EC. 4. That all steamships of the first, second, and third classes)loyed as above and hereafter built shall be constructed with par- lar reference to prompt and economical conversion into auxiliary al cruisers, and according to plans and specifications to be agreed n by and between the owners and the Secretary of the Navy, and y shall be of sufficient strength and stability to carry and sustain working and operation of at least four effective rifled cannon of liber of not less than six inches, and shall be of the highest rating wn to maritime commerce. And all vessels of said three classes :tofore built and so employed shall, before they are accepted for mail service herein provided for, be thoroughly inspected by a ıpetent naval officer or constructor detailed for that service by Secretary of the Navy; and such officer shall report in writing to Secretary of the Navy, who shall transmit said report to the Post- ıter-General; and no such vessel not approved by the Secretary of Navy as suitable for the service required shall be employed by the ıtmaster-General as provided for in this act.

EC. 5. That the rate of compensation to be paid for such ocean mail

service of the said first-class ships shall not exceed the sum of four dollars a mile, and for the second-class ships two dollars a mile, by the shortest practicable route, for each outward voyage; for the third-class ships shall not exceed one dollar a mile, and for the fourth-class ships two-thirds of a dollar a mile for the actual number of miles required by the Post-Office Department to be traveled on each outward-bound voyage: *Provided*, That in the case of failure from any cause to perform the regular voyages stipulated for in said contracts or any of them, a pro rata deduction should be made from compensation on account of such omitted voyage or voyages; and that suitable fines and penalties may be imposed for delays or irregularities in the due performance of service according to the contract, to be determined by the Postmaster-General: *Provided further*, That no steamship so employed and so paid for carrying the United States mails shall receive any other bounty or subsidy from the Treasury of the United States.

SEC. 6. That upon each of the said vessels the United States shall be entitled to have transported, free of charge, a mail messenger, whose duty it shall be to receive, sort, take in charge and deliver the mails to and from the United States, and who shall be provided with suitable room for the accommodation of himself and the mails.

SEC. 7. That officers of the U. S. Navy may volunteer for service on said mail vessels, and when accepted by the contractor or contractors may be assigned to such duty by the Secretary of the Navy whenever in his opinion such assignment can be made without detriment to the service, and while in said employment they shall receive furlough pay from the Government, and such other compensation from contractor or contractors as may be agreed upon by the parties: *Provided*, That they shall only be required to perform such duties as appertain to the merchant service.

SEC. 8. That said vessels shall take, as cadets or apprentices, one American-born boy, under 21 years, for each 1,000 tons gross register, and one for each majority fraction thereof, who shall be educated in the duties of seamanship, rank as petty officers, and receive such pay for their services as may be reasonable.

SEC. 9. That such steamers may be taken and used by the United States as transports or cruisers, upon payment to the owners of the fair actual value of the same at the time of the taking, and if there shall be a disagreement as to the fair actual value of the same at the time of the taking, and if there shall be a disagreement as to the fair actual between the United States and the owners, then the same shall be determined by two impartial appraisers, one to be appointed by each of said parties, they at the same time selecting a third, who shall act in said appraisement in case the two shall fail to agree.

(Act of March 3, 1891, 26 Stats., 830.)

Sec. 804. Foreign Mails in Transit to be Treated as Domestic.—Every foreign mail shall, while being transported across the territory of the

States under the provisions of the preceding section, be deemed n to be a mail of the United States, so far as to make any violaeof, or depredation thereon, or offense in respect thereto, or any reof, an offense of the same grade, and punishable in the same and to the same extent as though the mail was a mail of the States; and in any indictment for any such offense the mail, or thereof, may be alleged to be, and on the trial of any such in- it shall be deemed and held to be, a mail or part of a mail of ed States. (R. S., § 4013.)

THORITY OF POSTMASTER-GENERAL TO MAKE POSTAL CONVENTIONS WITH COUNTRIES and provisions respecting their publication, see sections 337–341.
TUTE FORBIDDING ANY VESSEL DEPARTING for any port to convey any mail ed from a post-office, see section 682.
TUTE REQUIRING ANY VESSEL ARRIVING TO PROMPTLY DELIVER LETTERS IN CE, see section 683.

CIAL ARRANGEMENTS WITH POSTAL UNION COUNTRIES.

05. Rights of Transportation.—Any Postal Union country may the postal transportation service of other Postal Union coun- th closed mails and admissible correspondence in open-mail g to the requirements of trade and the convenience of the ervice, either by sea or land.

ST OF POSTAL UNION COUNTRIES and CLASSIFICATION OF MAIL MATTER ES OF POSTAGE, see chapter twelve.

06. Transportation Charges.—Each Postal Union country whose tation is so employed is entitled to be paid by the transmitting the following transit charges, viz:

territorial conveyance, 2 francs ($38\frac{6}{10}$ cents) per kilogram (2 and 3 ounces) of letters or postal cards, and 25 centimes (5 cents) gram of other matter.

the entire sea conveyance within the Postal Union 15 francs per kilogram of letters and post cards, and 1 franc ($19\frac{3}{10}$ cents) gram of other articles.

ct, however, to the condition that wherever the rate of sea tran- in 1878, 5 francs per kilogram of letters and post cards and 50 s per kilogram of other articles, such rates continue.

t every sea conveyance not exceeding three hundred nautical gratuitous, if the administration furnishing it is already en- account of mails or correspondence receiving the benefit of such nce, to the compensation for territorial transit above provided; se for such sea conveyance it receives the rate of territorial herefor.

nen the sea conveyance is effected by two or more administra- e entire cost is limited to the rate provided in the second para- o be shared between the administrations pro rata for the dis-

tances traversed, unless different arrangements are made between the parties interested.

5. The foregoing rates do not apply to conveyance by countries foreign to the Postal Union, nor to the expedited service of the East India Mail, transportation of closed mails by the United States between the Atlantic and Pacific oceans, or railroad transportation between Colon and Panama; all of which are regulated by mutual agreement between the countries concerned.

6. No charge is made for conveyance of correspondence of the postal administrations of the different countries with each other, for the return of postal reply cards to the country of origin, for articles forwarded or missent, undeliverable articles, return receipts, post-office money orders, advices of the issue of orders, or any other document relative to the postal service.

Sec. 807. Settlement of Transportation Charges is made upon the basis of statistics taken during a period of twenty-eight days in each three years.

For detailed provisions, see Postal Union Convention.

CHAPTER TWENTY-EIGHT.

SHIP AND STEAMBOAT LETTERS.

Sec. 808. Letters on Inland Steamboats.—The master of any steamboat passing between ports or places in the United States, and arriving at any such port or place where there is a post-office, shall deliver to the postmaster, within three hours after his arrival, if in the daytime, and if at night, within two hours after the next sunrise, all letters and packets brought by him, or within his power or control and not relating to the cargo, addressed to or destined for such port or place, for which he shall receive from the postmaster two cents for each letter or packet so delivered, unless the same is carried under a contract for carrying the mail; and for every failure to so deliver such letters and packets the master or owner of the steamboat shall be liable to a penalty of $150. (R. S., § 3977.)

Sec. 809. Payment for Ship Letters.—The Postmaster-General may pay to the master or owner of any vessel not regularly employed in carrying the mail two cents for each letter carried by such vessel between ports or places in the United States, or from any foreign port to any port in the United States; but all such letters shall be deposited in the post-office at the port of arrival. (R. S., § 3978.)

Sec. 810. Double Postage on Ship Letters.—All letters conveyed by vessels not regularly employed in carrying the mail shall, if for delivery within the United States, be rated with double postage to cover the fee paid to the vessel. (R. S., § 3913.)

Sec. 811. Definition of Ship Letters.—The terms ship letters and packets embrace the letters and packets brought into the United States from foreign countries, or carried from one port in the United States to another, in any private ship or vessel not regularly employed in carrying the mail, and in the latter case over a route where the mail is not regularly carried, before such letters have been mailed.

Sec. 812. Manner of Collecting Ship Fees.—The rates of postage are not to be increased on letters and packets carried in a private ship or vessel from one port in the United States to another, though a part of the voyage be over a water declared to be a post road. Thus, the Mississippi River, from New Orleans to the mouth, is a post road; yet letters carried by ship between New Orleans and any other seaport in the United States are subject to the usual ship-letter postage. But if the whole of the water between any two ports be a post road by law, then inland postage will be charged. It is the special duty of the postmaster at a port where vessels may enter to see that this section is strictly observed and enforced. Every such postmaster will obtain from the master of the ship or vessel a certificate specifying the number of letters, with the name of the ship or vessel, and place from which she last sailed; and upon each letter which has not been before mailed, and which shall be delivered into his post-office for mailing or delivery, he shall pay to the said master or owner two cents, and take his receipt therefor.

Sec. 813. Rating up Postage on Ship Letters.—At the post-office where deposited such letters will be charged with double rates of postage, to be collected at the office of delivery; that is to say, four cents for the single weight if mailed, and four cents the single weight if delivered at the post-office; but if such letter has been prepaid by United States stamps at such double rate of postage no additional charge will be made, and all United States postage stamps affixed thereto will be recognized to the extent of their value as part payment.

Sec. 814. No Fee on Foreign-Addressed Letters.—If such letter is addressed to any point in a foreign country no fee will be allowed thereon by the postmaster to the carrier. Such letters, however, should all be marked "SHIP."

Sec. 815. No Fees to Passengers or Sailors.—If the letters be delivered into the post-office by a passenger or sailor, and not in behalf of the master, nothing is to be paid for them; they are, nevertheless, to be charged with double postage, and the number entered in the account of ship letters, with the name of the vessel in which they were brought. They will then be forwarded as other ship letters, the postage to be collected at the post-office of delivery.

Sec. 816. Letters on Mail Steamboats; how Disposed of.—All letters placed on a mail steamboat, on which the mails are in charge of a postal clerk, should go into the hands of such clerk; and on these letters the master of the vessel is not entitled to receive any compensation.

None but letters on which at least one full rate of postage has been paid should be received on such steamboat, and these should be duly mailed. But should any chance to be unpaid, they should be deposited by the clerk in the post-office at the terminal point of his route, where the postmaster will treat them in all respects as other unpaid letters.

Sec. 817. Account of Ship and Steamboat Letters to be kept.—Letters brought by steamboats should be marked "Steamboat" at the time of receiving them; and postmasters will keep an account of both ship and steamboat letters received, stating the sums paid for them and the postage chargeable thereon.

Sec. 818. No Fees to Mail Vessels.—No fees will be allowed to any vessel or to any person on board any vessel which carries the mail, nor to any mail-carrier on any mail route by land or water.

Sec. 819. Printed Ship Matter; how to be Treated.—Printed matter delivered to a postmaster by the master of a vessel arriving from a foreign port, and not regularly engaged in carrying the mail, which is wholly unpaid, shall be forwarded by such postmaster to its post-office of destination charged with double third-class rates of domestic postage, to be collected on delivery. No fee, however, shall be paid for such matter.

CHAPTER TWENTY-NINE.

INSPECTION OF SERVICE AND OF FINES AND DEDUCTIONS.

Sec. 820. Deductions for Contractors' Failures; Fines for Delinquencies.—The Postmaster-General may make deductions from the pay of contractors for failures to perform service according to contract, and impose fines upon them for other delinquencies. He may deduct the price of the trip in all cases where the trip is not performed; and not exceeding three times the price if the failure be occasioned by the fault of the contractor or carrier. (R. S., § 3962.)

NOTE.—Railroad companies are subject to fines and deductions under the above section. The act of March 3, 1879 (20 Stats., §§ 5, 33, 358, 363), prescribing the deductions to be made from railroad companies for failures, etc.; and its repeal by the act of June 11, 1880 (21 Stats., 178), do not operate to repeal section 3962 of the Revised Statutes, nor render it inapplicable to railroad companies carrying the mail. (*R. R. Co.* v. *The United States*, 21 Court of Claims R., 172.)

Sec. 821. Causes for which Fines will be Imposed.—Fines will be imposed, unless satisfactory excuse be made in due time, for each of the following delinquencies on the part of the contractor, viz:

1. Failing to take from or deliver at a post-office the mail or any part of it.

2. Suffering the mail or any part of it to be wet, injured, lost, or destroyed.

3. Conveying it in a place or manner that exposes it to depredation, loss, or injury.

4. Refusing, after demand, to convey a mail by any coach, railroad car, or steamboat which the contractor regularly runs or is concerned in running on the route, beyond the specific number of trips in the contract.

5. Failure to arrive at the time fixed by the schedule, or to deliver the mail into the post-office immediately upon arrival.

6. Leaving or putting aside a mail, or any part of it, for the accommodation of passengers, freight, or express matter.

7. For other delinquencies or violations of the terms of the contract, or the lawful requirements or regulations of the Department.

The fine will in each case be such sum as the Postmaster-General may impose, in view of the gravity of the delinquency, and will be deducted from the contractor's pay for service on the route whereon the delinquency occurred, or on any routes under contract with him. (See section 781.)

Sec. 822. Causes for which Deductions must be Made.—In all cases there will be a deduction of the price of a trip when the trip is not run; of not more than three times the pay of the trip if the failure be occasioned by the fault of the contractor or carrier; of at least one-fourth of it when the arrival is so far behind time as to lose the connection with a depending mail.

Deductions, within the limit fixed by law (section 820), will be made, in amount, according to the nature or frequency of the failures and the importance of the mail.

Sec. 823. Delivery of Mails to Way Post-Offices on Star Routes.—When the mail is carried in a vehicle drawn by horses the driver will not be required to leave his team in order to deliver the mail to way post-offices, except where the carrier remains overnight, in which case he must deposit the mail in the post-office. (Sec. 503.) In no case should the mail be thrown upon the ground. Postmasters and carriers of the mail must report to the Second Assistant Postmaster-General (Division of Inspection) any violations of this section by either.

Sec. 824. Register of Arrivals and Departures of the Mail.—The Postmaster-General shall furnish to the postmasters at the termination of each route a schedule of the time of arrival and departure of the mail at their offices, respectively, to be posted in a conspicuous place in the office; and he shall also give them notice of any change in the arrival and departure that may be ordered; and he shall cause to be kept and returned to the Department, at short and regular intervals, registers, showing the exact times of the arrivals and departures of the mail. (R. S., § 3841.)

Sec. 825. Postmasters to Report Delinquent Mail Carriers.—Every postmaster shall promptly report to the Postmaster-General every delinquency, neglect, or malpractice of the contractors, their agents or carriers, which may come to their knowledge. (R. S., § 3849.)

Sec. 826. Postmasters' Report of Arrivals and Departures of the Mails. Postmasters at the end of every mail route, and at such other pos offices as the Postmaster-General may direct, will be furnished wi blank forms from the office of the Second Assistant Postmaster-Ge eral (Division of Inspection) upon which they will report the exact tim of the arrivals and departures of all the mails which are opened at the post-offices, as required in section 824. Care must be taken in filli the blank forms furnished, giving name of post-office, county, a State, number of route, names of the places where it terminat schedule days, and hours of arrival and departure, name of contract name of carrier, and mode of carrying the mail. The report shou be fully dated, giving the day of the week, the month and the yea When there is a failure to arrive or depart, the postmaster should wri opposite to its date on the face of the report the word FAILURE; wh the arrival is so far behind the schedule time as to fail to connect with depending mail or mails, the words FAILED TO CONNECT; and when t arrival is after the schedule time, causing complaint, although not mis ing connection, the word COMPLAINT. The cause of each failure mu be noted upon the back of the report; also whether the carrier mak every proper effort to arrive and depart according to the schedul Whenever the mail is carried by any other person than the contracto or his authorized agent or carrier, the fact is to be noted on the report

Sec. 827. Special Reports; when Required.—In addition to the abov regular report, postmasters, whether at terminal or intermediate post offices, will make special reports when mails are received wet or i otherwise bad condition; also of any extraordinary failures, interrup tions, or abandonment of routes; and from time to time furnish all in formation that may aid the Department in enforcing the strictest per formance of duty on the part of contractors, and securing for the com munity the greatest possible regularity, safety, and efficiency in the mail service. The special reports should state the number, or, if the number is not known, the termini of the route.

Sec. 828. Certain Delinquencies and Irregularities to be Specially Reported.—Every postmaster will specially report to the Second Assistant Postmaster-General—

1. Every instance in which the mail is brought to his post-office by a person who has not taken the oath prescribed in section 35. The postmaster will in such case administer the oath.

2. Every instance in which the mail is brought to his post-office by a person under 16 years of age. The postmaster will in such case dismiss the carrier and employ another at the expense of the contractor at the lowest obtainable rate, but in no event exceeding the rate of the bond as named in the advertisement, such temporary carrier to be employed for the trip, or until the contractor shall provide a suitable carrier.

3. Every instance in which a mail carrier in charge of the mail be-

comes intoxicated. The postmaster will in such case refuse the carrier the mail and employ another, as instructed in the preceding paragraph. Carriers becoming intoxicated while in charge of the mail will be fined or removed, or both.

4. Every instance in which the carrier stops over night at the place of his post-office without depositing the mail therein.

5. Every instance when the mail arrives without a lock, and by whose fault, if the same can be ascertained.

6. Every case where mails are carried by steamers or vessels landing near his post-office, and are left exposed on deck, or are not secured in some proper place under lock and key.

7. All cases in which mails that are sent from or received at his office are not properly protected from the weather; and he will call the carrier's attention to such delinquencies and see that they are corrected.

8. Every instance in which a violation of sections 746 and 747 comes to his knowledge.

The special reports required by this and the preceding section must be made whenever the delinquencies occur, or necessity requires.

Sec. 829. **When Postmasters must Notify Contractors of Failures.**—Failures of mails to arrive at the ends of routes and other points within contract time can not but be known in all cases to contractors or their agents. No notice, therefore, is necessary to be given to contractors of failures to arrive at any post-office on contract time, as reported by the postmasters to the Department; but when the failure is caused by the neglect of a carrier employed by the contractor, the postmaster will notify the contractor of the failure, if his address be known, and require him to take measures to prevent its recurrence.

Sec. 830. **Reports; how Sent and Preserved.**—The regular reports above required must be sent by the first mail after the close of each month to the Second Assistant Postmaster-General (Division of Inspection), and a duplicate retained by the postmaster and carefully preserved to be turned over to his successor. In case of failure to receive the report at the Department, a duplicate will be called for and must be promptly sent. Neglect to send reports or duplicates when called for will be ground for removal, as delays in payment of contractors and obstruction to the service are caused thereby.

Sec. 831. **Contractors to Make Specific Excuses for each Delinquency.**—Should a mail at any time fail to arrive at the end of a route, or at any intermediate post-office where the time of arrival is fixed, within the time specified in the contract or schedule, the contractor must immediately, by himself or agent, send his excuse, if he have any, to the Second Assistant Postmaster-General (Division of Inspection), setting forth, particularly, the cause of the failure. A specific excuse is required for each delinquency of a contractor, and mere general allegations will not be admitted. If bad roads be alleged, a specific report must be made of what portion of the road was so bad as to

obstruct the mails and what its peculiar condition was; if high waters, it must be shown what water courses were impassable; and so of all other excuses. If part of the trip only was performed, the report must show what part, and give the distance traveled, and the reason, fully detailed, for failure to make the other part.

Sec. 832.—Postmasters must not deliver mail to carriers in advance of schedule time without express permission from the Department, nor permit the mail to be taken from the post-office on the evening before schedule day for departure, to be kept at a private house over night.

Sec. 833.—Schedules on routes connecting with railroads are to be observed according to standard time.

CHAPTER THIRTY.

OF MAIL EQUIPMENTS.

GENERAL INSTRUCTIONS RELATING TO MAIL BAGS, CORD FASTENERS, LABEL HOLDERS, LOCKS, KEYS, AND MAIL CATCHERS—HOW TO APPLY FOR THEM, AND HOW TO DISPOSE OF THE SURPLUS AND SUCH AS ARE DEFECTIVE AND ON WHOM REQUISITIONS FOR THE SAME ARE TO BE MADE, ETC.

MAIL BAGS.

Sec. 834. Term "Mail Bags" Includes—

Mail Pouches (used for every mode of conveyance excepting horseback), of four different sizes, the largest being No. 2.

Horse Mail Bags (for horseback service only), of three different sizes, the largest being No. 1.

Mail-Catcher Pouches (of one size only), designed exclusively for exchange of mails on railways by catchers and cranes.

Jute-Canvas Mail Sacks (not locked, but tied with cord), designed for printed and third and fourth class matter not registered.

Through Registered Mail Pouches, of sizes Nos. 1 and 2, used, where authorized, for exchanges of direct pouches of only registered matter.

Inner Registered Mail Sacks, of sizes Nos. 2, 3, and 4, used, where authorized, for direct bagging of only registered matter.

Foreign Mail Sacks (of blue striped cotton canvas) of sizes Nos. 0, 1, 2, and 3, used only for dispatching mails to foreign countries.

Foreign Registered Mail Sacks (made of blue striped cotton canvas), of sizes Nos. 0, 1, 2, and 3, used only for dispatching registered matter to foreign countries.

Coin Mail Sacks, one size, for sending money-order funds in coin.

Sec. 835. How Provided.—Mail bags are manufactured for the Department, under contracts, securing uniformity of pattern, quality, and size. They are furnished by the Department for the needs of the postal serv-

l are not to be purchased by postmasters or mail contractors; allowance will be made for such purchases by them unless made ıpecial instructions from the Department.

136. Every Mail Route must be Supplied with Mail Bags.—Every ute must always be duly provided with suitable mail bags and ı good and safe condition. Postmasters, especially those at the f routes, must see to this and promptly make application for such ıeeded. It is their duty to look constantly to the condition of ıgs in use, permitting none to be used which are too much worn rwise unsafe, and to report any damage discovered to have been ı them, whether through accident, negligence, or design, while :ustody of carriers.

137. Who to ask for Mail Bags.—When a mail bag or lock is it should be asked for by the postmaster at the head of the ınd when a postmaster intermediate on route requests him to a defective bag or lock by a serviceable one, and he does not do postmaster intermediate on route will report the matter to Sec- ıssistant Postmaster-General, Mail Equipment Division, Wash- D. C.

t to do with the mail bag that has been in use.—After a post- has asked for, and obtained a mail bag with which to replace r bag, he will at once forward the old one (registered) to the ag Storehouse, Washington, D. C., if it is a serviceable mail ıd if it is not serviceable he will forward it to the Mail Bag Re- ıop, Washington, D. C., and in either case will forward an ex- ɔry letter of the same to the Second Assistant Postmaster-Gen- Vashington, D. C.

he back of the label used in forwarding the bag the postmaster write the name of his office so as to indicate clearly where the from.

ı a through register pouch has even the smallest hole in it, it be returned to "Mail Bag Repair Shop, Washington, D. C.," airs.

ɔarate mail bag for letters, or for any registered matter, is not to :ided or used for any intermediate post-office on a star route, it the duty of the postmaster at every intermediate post-office, on account of the regulations relating to registered matter in , to receive and dispatch letters and all registered matter in ked pouch, which is to be used and opened at every intermedi- t-office throughout the route, no separation of registered matter :sit being allowed, except in cases in which a separate through under the brass lock, for ordinary and registered mail matter, d for the terminal office and points beyond, may be authorized :ial instructions from the Third Assistant Postmaster-General. le, however, does not apply to the use of tied canvas sacks for and third and fourth class matter, not registered, which, on

account of its bulk, it may in some cases be necessary and convenient to separate for intermediate post-offices on a "star route."

Sec. 838. How to Make Applications for Mail Bags.—Applications for mail bags must be made to the Second Assistant Postmaster-General, Division of Mail Equipments, Washington, D. C., and must state the number needed, the kind of mail bag (or mode of conveyance), size (or capacity in bushels), why they are needed, and the number of the mail route (or its terminal points).

Sec. 839. Legitimate Use of Mail Bags Restricted.—The legitimate use of mail bags is restricted to the transmission of mailable matter while under the care, custody, and control of the Post-Office Department through its postmasters and other authorized agents. Their application to any other uses than those of this department is illegal and strictly forbidden.

It is unlawful to use mail bags for a convenience, such as storing records, waste paper, etc., and postmasters should take care to make personal investigations in their offices at least once in every two weeks to see that no mail equipment is so used, such use being a violation of the Revised Statutes, section 5475, as well as of the Postal Laws and Regulations.

As inner register sacks are put into pouches that contain mail matter, they should not be dragged, as this soils them and the mail matter inside the pouch, and at the same time needlessly wears them out.

The experimental use in the postal service of alleged improvements in mail bags or other mail equipments, patented or not, is forbidden unless specially authorized by an order from the Postmaster-General.

The stealing, purloining, converting from proper use, or conveying away, to the detriment of the service, of any mail bags, is an offense by law, punishable with fine and imprisonment. (See section 1438.)

Sec. 840. Canvas Sacks may be Taken by Publishers.—Whenever, in any post-office in large towns and cities, there is an extreme necessity of extending to publishers the privilege of taking canvas sacks to their printing offices to be there filled with printed matter for the mails, the postmaster must keep an exact account with each publisher of the number of sacks taken from and returned to his post-office on every occasion. Besides the account kept in the post-office for that purpose, pass books should be used between the several printing offices and the post-office. No sacks should be delivered for any publisher, except on presentation of his pass book, in which he is to be debited with the number of sacks intrusted to him and credited with the number returned; and for the due return of all sacks so intrusted to him each publisher shall be held responsible.

Sec. 841. Sacks Containing Public Documents.—Postmasters, especially those at the places of residence of members of Congress (to whose post-offices canvas sacks containing public documents are sent from Wash-

ngton, D. C.), must see that all such sacks are emptied and sent back o the post-office in the latter place.

In like manner mail sacks containing post-office supplies sent from he Post-Office Department must be emptied and returned.

Sec. 842. **Canadian Mail Bags.**—All mail bags received from Canada must be promptly returned empty, pursuant to arrangements made with that country, and all postmasters and other officers and employés are prohibited from any use of such bags.

Sec. 843. **Waste or Abuse of Mail Bags to be Prevented.**—It is the duty of postmasters and other agents of this Department to prevent, whenever in their power, any waste or abuse of mail bags; to reclaim them from improper hands; and to give information of every instance of theft or illegal use of mail bags coming to their knowledge.

Sec. 844. **Fastening Strap Never to be Cut.**—Postmasters must never cut the straps of mail bags, but if they receive bags with straps cut they should at once forward them (registered), together with a letter stating whence they were received, to the Second Assistant Postmaster-General, Mail Equipment Division, Washington, D. C.

Sec. 845. **What Mutilation of a Mail Bag may be Allowed.**—When a mail bag has a damaged or defective lock upon it, which can not be opened with the proper key in good order, such lock should be removed without further damage, where there are a bag and lock in good condition to substitute for them, by filing or cutting asunder that staple of the bag to which the lock is fastened. No other mutilation of a mail bag is admissible under any circumstances whatever, except by railway postal clerks, as authorized in section 944. When the staple is cut, the mail bag must not be used again until a new staple shall have been applied to it.

The cutting, mutilation, or tying into hard knots, of the regulation lacing cord on canvas mail sacks, or the willful detachment of the fasteners therefrom, are positively forbidden.

Sec. 846. **Register of Outgoing and Incoming Mails to be Kept.**—In all post-offices where many lock pouches are sent and received daily, such a register of the outgoing and incoming mails should be kept as will show the places to which separate locked pouches are sent and from which they are received, as well as the number sent to and received from each daily. Postmasters will give particular attention to keeping such registers, and will be guided by the same in correcting all disparities in their exchanges of locked pouches.

Sec. 847. **Equal Exchange or Reciprocal Return of Locked Pouches.**—All exchanges of locked pouches between post-offices should be as nearly equalized in frequency and quantities as circumstances will admit, and all extra pouches received with mail matter are required to be promptly returned whence they were received, whether there is mail matter to send back in them or not.

Sec. 848. Repair of Mail Bags; When Allowed by Postmasters, etc.—If a mail bag becomes damaged by accident, en route, so as to be unsafe, the postmaster first discovering it should at once forward it to the Mail Bag Repair Shop, Washington, D. C., for repairs, if he has a serviceable bag to use instead of it; but if he has no serviceable bag to substitute in its place, he will at once have the defective one repaired at a reasonable cost, and detain the mail (if absolutely necessary) until this is done.

The postmaster at the head of the route should be informed of the repairs by the postmaster who has it done, and he should make requisition for another mail bag, and upon its receipt should return the repaired bag (registered) together with an explanatory letter, to the Office of the Second Assistant Postmaster-General, Washington, D. C.

The receipted bill for money paid by the postmaster for such repairs should be sent to the Sixth Auditor with his quarterly returns, as a proper voucher for the allowance of the moneys so paid and charged by him. The bill must state clearly the nature and the price of the work done.

Sec. 849. How to Dispose of Surplus Mail Bags.—Surplus mail equipments are those not actually needed in forwarding the regular mails of an office or that do not have to be returned to the head of a route to be used again in carrying the amount of mail regularly sent over a route.

Many postmasters have the impression that a surplus of one mail bag, good or defective, is not necessary for the use of this Department in supplying the service. This belief is wrong. Not one should be allowed to lie idle in any office not a depository, but all should be shipped each day, as hereinafter directed.

Surplus Serviceable Mail Bags at Post-Offices SITUATED ON *Railroads.*—All surplus mail bags which are serviceable, such as leather mail pouches, leather horse-mail bags, through register pouches, inner-register sacks, jute canvas sacks and cotton canvas sacks, at post-offices situated on railway postal lines must be forwarded (properly labeled) as soon as received to depository offices, as follows:

From post-offices in Maine, New Hampshire, Vermont, Massachusetts, and Rhode Island, to postmaster at Boston, Mass.

From post-offices in Connecticut, New Jersey, New York, and Pennsylvania, to postmaster at New York, N. Y.

From post-offices in Georgia, Florida, Alabama, Mississippi, and Louisiana, to postmaster at Atlanta, Ga.

From post-offices in Ohio, Indiana, Kentucky, and Tennessee, to postmaster at Cincinnati, Ohio.

From post-offices in Michigan, Wisconsin, Illinois, Iowa, Nebraska, Utah, and Wyoming, to postmaster at Chicago, Ill.

From post-offices in Minnesota, North Dakota, South Dakota, and Montana, to postmaster at St. Paul, Minn.

From post-offices in Missouri, Arkansas, Kansas, Texas, Indian Territory, Oklahoma Territory, New Mexico, and Colorado, to postmaster at St. Louis, Mo.

From post-offices in California, Oregon, Washington, Nevada, Idaho, and Arizona and Alaska Territories, to postmaster at San Francisco, Cal.

The offices in the District of Columbia, Delaware, Maryland, Virginia, West Virginia, North Carolina, and South Carolina, situated on railways, will forward all surplus bags in good condition to "Mail Bag Store-house, Washington, D. C."

Surplus Serviceable Mail Bags at Post-Offices NOT SITUATED ON *Railroads.*—All surplus mail bags in serviceable condition at post-offices not situated on railway postal lines should be immediately forwarded to "Mail Bag Storehouse, Washington, D. C.," and the Second Assistant Postmaster-General notified of same.

Unserriceable Mail Bags at Post-Offices Situated EITHER ON OR OFF *Railroads.*—All unserviceable mail bags at any post-office should be immediately sent to "Mail Bag Repair Shop, Washington, D. C.," and the Second Assistant Postmaster-General notified of same.

How to Label Surplus Mail Bags which are Forwarded.—In the transmission of empty mail bags of any kind they should be duly labeled for their destination, and the under side of label should indicate clearly where they are from. Empty mail bags in transit, duly labeled, must never be diverted from their destination as labeled.

Sec. 850. **Accounts of Depository Post-Offices to be Rendered.**—It is the duty of every postmaster whose post-office is a depository for mail bags and locks to duly receive each day all mail equipment addressed to him (not allowing any of it to be taken charge of by the Railway Mail Service for him), and to render to the office of the Second Assistant Postmaster-General (Division of Mail Equipment) an account at the end of every month showing the number of each kind of mail locks and of each size of the several kinds of mail bags on hand at the beginning of and received during the month, of those furnished to other post-offices, of those in actual use in his post-office, and of those remaining on hand not in use, but ready for distribution. Blanks for this purpose will be furnished, from time to time, on application to the Second Assistant Postmaster-General (Division of Mail Equipments).

Sec. 851. **Surplus Stock to be Kept Apart from the Current Stock.**—Each postmaster at a depository for mail bags and locks must be careful to keep apart from the mail bags and locks required for current use of his post-office all surplus articles of that kind, and to consider them as deposited for distribution in such manner as may be directed by the Department. For all mail bags and locks so distributed he will obtain receipts, which are to be transmitted immediately to the Department. He may withdraw mail bags and locks from the surplus stock on deposit to supply wants of his own post-office, and requsitions of the Railway

Mail Service, but not to supply other post-offices, without special instructions, except in emergencies admitting of no delay. For mail bags so withdrawn from deposit, his certificate in the former case, and receipts in the latter, must be transmitted to the Department, where, when received, they will be entered to his credit.

Sec. 852. Damaged Mail Bags at Mail-Bag Depositories.—*Where and when to be forwarded.*—Postmasters whose post-offices are mail-bag depositories are required to forward (*daily*) all damaged mail bags to the "Mail-Bag Repair Shop, Washington, D. C."

Sec. 853. Cord-fasteners and Label-holders—*How to Dispose of them.*—All cord-fasteners and label-holders which may accidentally become detached, or which may have been removed from worn-out sacks, should be promptly sent to the Second Assistant Postmaster-General (Mail Equipment Division), Washington, D. C.

Sec. 854. Reports Required to be made by Post-Offices of the First, Second, and Third Classes.—On the 1st day of January, March, May, July, September, and November of each year, each post-office of the above-named classes is required to forward to the office of the Second Assistant Postmaster-General (Mail Equipment Division), Washington, D. C., a complete statement of all mail bags and locks, etc., on hand on all its floors (including the basement), specifying the number in use and the surplus, both good and defective, of every size and kind.

Blanks for said reports will be forwarded by the office of Second Assistant Postmaster-General upon application for them.

MAIL LOCKS.

Sec. 855. Term "Mail Locks" Includes general mail locks used for closing leather mail pouches, horse-mail bags, and catcher pouches, in which ordinary first-class mail matter is conveyed. There are two styles of these locks now (January, 1893) in use, one of them styled the "iron" mail lock, which has been in use about ten years and is now being gradually superseded by what is styled the "Eagle" lock. The "iron" mail lock will probably be entirely withdrawn from service by or before January 1, 1895.

Registry locks, consisting of (*a*) rotary or through register locks, used on through register pouches and inner register sacks, which contain registered matter only and are used only between offices that are specially authorized to use them by the Third Assistant Postmaster-General; (*b*) brass mail locks, used on star routes to close mail bags containing registered mail and ordinary through mail, between offices at which the use of these locks has been specially authorized by the Third Assistant Postmaster-General.

Street letter-box locks used to close collection boxes in cities in which the free-delivery service has been authorized by the First Assistant Postmaster-General.

Sec. 856. **General Mail Locks, by whom Furnished.**—General mail locks are furnished from the office of the Second Assistant Postmaster-General (Division of Mail Equipments). Applications for general mail locks must always assign the reasons therefor.

Sec. 857. **Repairing Mail Locks Forbidden.**—No attempt shall be made to have a mail lock repaired, nor to pry into its internal mechanism. No oil, grease, or other foreign matter must be introduced into mail locks, and under no circumstances will the breaking of a lock be excusable. The statutory provision against stealing or embezzling mail locks is found in Sec. 1440.

Sec. 858. **Brass Locks not to be Sent to Iron-Lock Post-Offices.**—In those post offices where the use of the brass locks and keys is allowed for through mails, it will be deemed very reprehensible if sufficient care be not always taken to prevent such locks being used, instead of iron locks, on bags dispatched to post-offices where their use is not allowed, and where, of course, there is no key to open them. If, however, a bag secured with a brass lock be received at a post-office where there is no brass key allowed, the lock should not be broken or tampered with, nor the bag be mutilated; but it should either be returned unopened to the post-office whence it came or be sent to some nearer post-office using the brass key, with the request to substitute an iron lock for the brass one. But in either case the postmaster at whose post-office the irregularity occurred must be advised of it, and, if there be a repetition of it, be reported to the Second Assistant Postmaster-General (Mail Equipment Division).

Sec. 859. **Proper Course when Defective Key will not Open Mail Lock.**—If the only mail key in a post-office be broken or so defective as not to open all the locks, the bags should be passed, unopened, to the nearest post-office, with a request to the postmaster to take out the ordinary letters, etc., for the post-office where the lock could not be opened, and send them back by the mail-carrier outside the bag, in a sealed package, until another key be received from the Department.

The registered matter for the office passed should not be so returned, but should be withheld until the first return mail, and then be sent back in a locked bag. A note stating the facts should be made upon the transit registry record of the postmaster who makes the return.

Sec. 860. **Proper Course when Defective Lock can not be Opened.**—When a postmaster can not open a lock securing a bag, because of a defect in the lock, and not of his key, he will then cut that staple of the bag to which the lock is attached, provided he has another bag and lock to substitute for them; but, if he has no other bag and lock, he will pass the bag, unopened, to the next post-office, as in the case indicated in the preceding section; and he will make a note upon his transit regis-

try record stating that the bag was passed unopened to the next off the reason why, and the date.

(See regulations relating to registered matter in transit.)

Sec. 861. When a Pouch of Mail in Transit is Received at an Office wit a Lock and the postmaster has no mail lock to put on the pouch will lock the pouch with any safe padlock he may have and s the key in a sealed envelope by the carrier to the next postmas who will, if he has no mail lock, use the same padlock on the po and forward the key, in a sealed envelope, to the next postmaster, so on. The first postmaster who has a mail lock will put it on pouch and immediately return the padlock and key to its owner. postmaster has no padlock he will purchase an inexpensive lock, wh he will send, immediately after its use, together with the key and explanation, to the office of the Second Assistant Postmaster-Gene The bill for such lock and key is to be presented, like other accou in his quarterly statement to the Auditor of the Treasury for the P Office Department.

Sec. 862. Economy in the use of Mail Locks and disposal of the De tive and Surplus.—The mail locks must be used with care and econo Care must also be taken to equalize the exchange of locked pouch and thereby secure to every post-office a return of the same numbe locks sent from it. All defective locks at any office and all surp locks that may accumulate at post-offices not situated on railro should be forwarded without delay to the Second Assistant Postm ter-General (Division of Mail Equipment).

All surplus mail locks in good condition at post-offices situated railway postal lines must be forwarded (properly labeled) as soon received to depository offices, as follows:

From post-offices in Maine, New Hampshire, Vermont, Massach setts, and Rhode Island to postmaster at Boston, Mass.

From post-offices in Connecticut, New Jersey, New York, and Pen sylvania to postmasters at New York, N. Y.

From post-offices in Georgia, Florida, Alabama, Mississippi, a Louisiana to postmaster at Atlanta, Ga.

From post-offices in Ohio, Indiana, Kentucky, and Tennessee postmaster at Cincinnati, Ohio.

From post-offices in Michigan, Wisconsin, Illinois, Iowa, Nebrask Utah, and Wyoming to postmaster at Chicago, Ill.

From post-offices in Minnesota, North Dakota, South Dakota, a Montana to postmaster at Saint Paul, Minn.

From post-offices in Missouri, Texas, Arkansas, Kansas, Indian T ritory, Oklahoma Territory, New Mexico, and Colorado to postmast at Saint Louis, Mo.

From post-offices in California, Oregon, Washington, Nevada, Idah and Arizona and Alaska Territories to postmaster at San Francis Cal.

The offices in the District of Columbia, Delaware, Maryland, Virginia, West Virginia, North Carolina, and South Carolina, situated on railways, will forward all their surplus mail locks, good or defective, to "Office of Second Assistant Postmaster-General (Mail Equipment Division)," Washington, D. C.

Sec. 863. **Unlawful Use of Mail Locks to be Reported to the Department.**—It is the duty of postmasters and agents of the Department to reclaim and transmit to the office of the Second Assistant Postmaster-General (Division of Mail Equipment) all mail locks and keys found to be in improper hands or applied to any other than their lawful use, and to see that the law (sections 1440, 1441) is enforced in every case of its violation known to them, by exerting due diligence always in collecting and reporting to the Department the facts and proofs to sustain a prosecution against the offender.

Sec. 864. **Rotary Locks and Brass Locks—How Furnished.**—All applications for rotary (or through register) locks and brass locks should be addressed to the Second Assistant Postmaster-General (Mail Equipment Division), and should state fully why the locks are needed.

Sec. 865. **Care of Rotary and Brass Locks.**—For special instructions relative to the safe-keeping, proper handling, and use of rotary locks see sections 1176, 1178, 1179, 1186, 1187, 1189, 1190, and 1195.

For special instructions as to the safe-keeping, proper handling, and use of brass locks, see sections 1200, 1201, 1202, 1203, and 1204.

Sec. 866. **Defective Rotary Locks not to be Used.**—All rotary locks that are defective in the slightest respect must be at once withdrawn from service and sent by registered mail, with a letter of advice, to the Second Assistant Postmaster-General (Mail Equipment Division).

Sec. 867. **Surplus Rotary Locks—Disposal of.**—No office should keep on hand more rotary locks than are actually required for the proper and economical transaction of its registry business. All surplus rotary locks must be sent at once, by registered mail, to the Second Assistant Postmaster-General (Mail Equipment Division).

Sec. 868. **Surplus and Defective Brass Locks.**—All surplus and defective brass locks must be returned without delay to the Second Assistant Postmaster-General (Mail Equipment Division).

Sec. 869. **Street Letter-Box Locks—How Furnished.**—Street letter-box locks are furnished by the Second Assistant Postmaster-General (Mail Equipment Division), to whom proper application for same should be made.

Sec. 870. **Surplus Street Letter-Box Locks—Number Allowed.**—All offices having in use sixty collection boxes or less are allowed to keep on hand a surplus of five street-box locks not in actual use, which number is to include all the good and defective street-box locks in the office.

Offices east of the Rocky Mountains having more than sixty collection boxes in use are allowed to keep on hand in the office a surplus

stock of locks (including all the good and defective) equal to 8 per cent of the number of locks in use on boxes.

Offices west of the Rocky Mountains (on account of their distance from the source of supply) are allowed to keep a surplus stock of locks equal to 10 per cent of the number in use on boxes.

No office is allowed to have on hand at any time more than its allotted surplus.

Sec. 871. Care of Street Letter-Box Locks.—All carriers should be expressly instructed (through the superintendent of carriers) that it is unlawful (1) to put oil or grease in locks, (2) to pry open the case of a lock, (3) to injure the letter box in order to remove a defective lock. It is lawful to pry open the *shackle* of a lock when it is on a letter box and can not be opened with a key, but the shackle should not be pried open until the carrier has reported the matter to the postmaster, or such subordinate as the postmaster may direct, and a *new key* from the post-office has been tried on the locks.

In cold climates, where trouble is experienced from water freezing in the lock, it is permissible to squirt a little alcohol into the lock, which will prevent it from freezing, or cause the ice to thaw.

Sec. 872. Defective Street-Box Locks.—All defective street-box locks must be returned without delay, by *registered mail*, to the Second Assistant Postmaster-General (Mail Equipment Division), together with an application for locks to replace them, or for such number of locks as may be necessary to maintain his allotted surplus.

Sec. 873. Applications for Street Letter-Box Locks.—Each application for street letter-box locks must state explicity why the locks are needed, and must give the number of locks in use on boxes, the number of surplus locks on hand, and the number of defective returned with the application to the Department. Locks for new boxes must not be asked for till the boxes are in the act of being put up.

Sec. 874. Receipts and Inventories of Street Letter-Box Locks.—Whenever street letter-box locks are sent to an office a circular letter of advice with a blank form of receipt and inventory attached will also be sent. The blank receipt and *inventory* must always be cut off and carefully and *correctly* filled out and returned without delay to the Second Assistant Postmaster-General (Mail Equipment Division).

Each inventory must be absolutely correct and should agree with the last preceding inventory, and if it does not agree it should be accompanied by a letter explaining the discrepancy.

MAIL KEYS.

Sec. 875. Mail Keys, by whom Furnished.—Mail keys are furnished from the office of the Second Assistant Postmaster-General (Division of Mail Equipments).

Sec. 876. Care of Mail Keys—Penalty for Loss.—The careful use of mail locks and the safe-keeping of mail keys are essential to the integ-

rity of the postal service. The mail key must never be exposed to public observation nor placed where it may be lost or stolen, nor suffered to pass, even for a moment, into the hands of any person not authorized by the Department to use mail keys. The safe-keeping of the mail key is one of the expressed conditions of the official bond of every postmaster. The loss of a mail key, as it may afford peculiar facilities for stealing from the mails, is an act of carelessness likely to be more pernicious to the service than almost any other a postmaster or agent of the Department can commit. It is therefore deemed sufficient cause for removing the postmaster or agent so offending, enforcing the penalty of the official bond of the former, and even in certain cases for discontinuing the post-office.

To afford adequate means for the safe-keeping of mail keys, and leave no possible excuse for their being lost or even mislaid by postmasters, safety chains have been provided by the Department to be used in the following manner:

1. Every mail key must be kept attached to the safety chain, from which it must never be removed until the key, from defect, damage, or other cause, is to be returned to the Department.

2. Every post-office must use a table upon which the mails received are to be emptied, and to which all locked mail bags are to be brought for opening.

3. One end of the safety chain must always be kept screwed fast to the inside of the drawer of such table, and both the chain and the key are to be kept therein when not in actual use.

4. Such table (with a drawer) must be provided in every post-office of the third or fourth class, without expense *to the Department*, and in every case of refusal or failure on the part of a postmaster to so provide and use such table the post-office *will be discontinued*, rather than suffer the mail key to be exposed to risk of being lost or mislaid by a disregard of this requisite precaution for its safety.

5. The safety and care of registry mail keys are specially referred to under the head of The Registry System, section 1186, and brass lock keys under sections 1200 to 1204, inclusive.

6. The care of mail keys by postal clerks in the Railway Mail Service is particularly mentioned in sections 936 to 941, inclusive.

7. Every letter-carrier while in possession of the key must keep it securely attached to his person by its chain, and is held to a strict account for its proper use and safety, and, so far as practicable, the same key must be always assigned to the same carrier.

8. Postmasters should always, on receipt of keys, make and keep an exact record of the numbers stamped upon each letter-box key with its combination, and, when given to the carrier, a receipt for the same must be taken and placed on file. When any of these keys are defective, they should be reported by their number and combination to the Second Assistant Postmaster-General (Mail Equipment Division), and

when returned to the Second Assistant Postmaster-General (Mail Equi ment Division) should always be sent in a registered letter.

9. The statutory provision for stealing, forging, or obtaining m keys by false pretenses is found in section 1440. (R. S. ¶ 5477.)

Sec. 877. When the use of the iron mail lock (old style), or any oth lock, is discontinued the key is not to be returned but kept upon t chain until called for by the Department in a circular for that purpo

Sec. 878. Mail Keys to have a Specific Number.—The mail keys bear, ea of them, a different number stamped upon them. Every postmaster employé to whom such keys are intrusted will be charged therewith a held to a strict account therefor. On the receipt of any such mail k by a postmaster, he should make a record, to be kept in his post-offi of the date of its receipt and of the number stamped upon it. Whe ever such or any other mail key shall afterwards be referred to in a communication to the Department, its number must invariably be sp ified. Every casualty whatever concerning a mail key must be prompt reported to the Second Assistant Postmaster-General (Mail Equipme Division).

Sec. 879. Exchange of Mail Keys by Railway Mail Employés.—In cases of an exchange of routes between employés of the Railway M Service, there must also be an exchange of mail keys between the so that every mail key shall always be retained in the particular offi for which it was originally furnished by the Department, and nev be taken away for use elsewhere.

Sec. 880. Receipts to be Always Taken for Mail Keys.—No mail ke shall be transferred or exchanged except to a successor in office, nor b furnished nor loaned without special instructions from the Department No such key, not obtained directly from the Department or from predecessor in office, shall be kept or detained, but promptly returne to the Department, with a full report of facts in relation to it. If mail key be received from a discontinued post-office, or elsewhere, i must be sent without delay to the Department by the postmaste receiving it, stating when and from whom it was received by him, giving number or numbers stamped upon the key or keys, together with nam of post-office, county, and State. Whenever a retiring postmaster turn over a mail key, he must obtain and transmit to the Second Assistan Postmaster-General a receipt for the same, specifying the numbe stamped upon it, in order that he may receive due credit on the book of the Department, and he and his sureties be released from all furthe responsibility therefor.

When mail key or keys are received from the Department the re ceipt accompanying the key should be filled up, signed, and returne immediately to the Mail Equipment Division, so that this office ma be advised that the key or keys have been received.

Sec. 881. Repairing Mail Keys Forbidden.—No attempt shall be mad to have a mail key repaired. No damaged or defective mail key sha

be kept in post-offices, but each one, as soon as it becomes damaged or defective, must be promptly returned to the Department with an explanatory letter. With every application for a new mail key in lieu of one broken, the broken parts must be inclosed, and the number of the broken key stated.

All mail keys returned to the Department should be inclosed in a sealed letter or package addressed to the Second Assistant Postmaster-General (Mail Equipment Division), and be duly registered in every case, giving number or numbers stamped upon each key, and the name of the post-office, county, and State sending them.

Sec. 882. **Defective Keys to be Reported to the Department.**—When a mail key is perceived to be much worn and becoming defective, timely notice should be given of the fact, always stating the number of the key, so that a new one may be furnished before the old one becomes entirely useless; the latter to be returned to the Department immediately upon receipt of new key. Whenever extra keys are furnished they should be kept in reserve for an emergency, and be locked up in a safe place in the post-office, accessible to the postmaster and his assistant only.

If a mail key be found astray, it must be returned to the Second Assistant Postmaster-General (Mail Equipment Division), in an explanatory letter duly registered, without attempting to ascertain the loser, or to advise him of its recovery.

Sec. 883. **How to Address Communications on Mail Equipments.**—All communications and mail locks and keys required by this chapter to be sent to the Department must be addressed to the Second Assistant Postmaster-General (Mail Equipment Division). Such communications must invariably give the name of the post-office, county, and State from which they are sent, and must not embrace any other subject.

MAIL-CATCHERS.

Sec. 884. **How Provided and Kept in Repair.**—Mail-catchers, attached to postal cars for taking up mails without stopping the trains, are furnished on application to the office of the Second Assistant Postmaster-General (Mail Equipment Division). Such applications are to be made by division superintendents (through the General Superintendent) of Railway Mail Service, always explaining the reasons therefor; and if any mail-catchers applied for are to be introduced or used for the first time on a railway post-office line, that fact should invariably be stated and the title of such railway post-office be specifically mentioned in the application.

The mail-bag cranes used on the railroads in connection with the mail-catchers are constructed, erected, and should always be kept in good order, by the railroad companies, at their own expense.

TITLE VI.

THE RAILWAY MAIL SERVICE.

CHAPTER THIRTY-ONE.

ORGANIZATION AND GENERAL PROVISIONS.

Sec. 885. General Superintendent of Railway Mail Service.—The master-General may appoint one agent only to superintend the Railway Service, who shall be paid, out of the appropriation transportation of the mail on railways, a salary at the rate of a year and his actual expenses while traveling on the business Department. (Act of June 17, 1878, 20 Stats., 140, as amended of March 3, 1879, § 1, 20 Stats., 356.)

NOTE.—The last clause, allowing actual expenses while traveling on the of the Department, was reënacted in act of March 1, 1881, 21 Stats., 374.

Sec. 886. Assistant General Superintendent and Chief Clerk, Railw Service.—That the Postmaster-General may appoint, and assign t one assistant general superintendent, Railway Mail Service, wh be paid a salary of $3,000 per year; and one chief clerk of Railw Service, to be employed in the Post-Office Department, who sh paid $2,000 per year; said assistant general superintendent an clerk to be also paid their necessary and actual expenses while tr on the business of the Department. The salaries and expenses o officers shall be paid out of the appropriation for the transporta mail on railways. (Act of April 16, 1890, 26 Stats., 56.)

Sec. 887. Duties of General Superintendent.—This officer is charg the supervision of the distribution and dispatch of mails on all ra and inland steamboat mail lines, the management of the railway car service, and the general direction of the mail service on ra and inland steamboats, after the service has been contracted for ognized under the law, by the Postmaster-General, the direction distribution and dispatch of mails from all post-offices, and the in tion of postmasters in relation thereto, and the government of a way postal clerks under the regulations.

Sec. 888. His Duties as to Mailability of Doubtful Matter.—He is further charged with the duty of determining, subject to the laws and regulations, and to appeal to the Postmaster-General, what matter should be absolutely excluded from the mails, and what precautions should be observed to properly secure matter admitted to the mails which, unless so secured, would be liable to destroy, deface, or otherwise damage the contents of the mail bags or harm the person of anyone engaged in the postal service. Postmasters are therefore directed to submit questions of this character to the General Superintendent of Railway Mail Service with a full statement of the facts necessary to a proper decision. Division superintendents will inform the General Superintendent if, in their judgment, any matter is admitted to the mails which should be excluded therefrom. They will also give a statement of any injury to the mails which may come to their knowledge, caused by the admission of such matter, and a statement of the reasons which lead them to apprehend any injury to the mails from the continued admission of such matter. Inquiries regarding doubtful matter should in all cases be accompanied with a sample of the same.

Sec. 889. Superintendents of Division of Railway Mail Service.—The Postmaster-General is authorized to appoint "nine assistant superintendents of Railway Mail Service, who may be detailed to act as superintendents of division of Railway Mail Service, who shall each receive a salary of $2,500 per annum and no more." (Act of June 17, 1878, 20 Stats., 140.)

That the Postmaster-General be, and is hereby, authorized to appoint and assign to duty two division superintendents of Railway Mail Service, in addition to those heretofore authorized, who shall each be paid a salary of $2,500 a year. (Act of February 29, 1888, Supp. Rev. Stats., Vol. 1, 2d ed., 581.)

Eleven divisions have accordingly been established, each under charge of a division superintendent, as follows:

First division, comprising the New England States: Office of superintendent, Boston, Mass.

Second division, comprising New York, New Jersey, Pennsylvania, Delaware, the eastern shore of Maryland, and Accomac and Northampton counties, Va.: Office of superintendent, New York, N. Y.

Third division, comprising Maryland (excluding the Eastern Shore), Virginia (excepting Accomac and Northampton counties), West Virginia, North Carolina, and District of Columbia: Office of superintendent, Washington, D. C.

Fourth division, comprising South Carolina, Georgia, Florida, Alabama, Mississippi, and that portion of Louisiana east of the Mississippi River: Office of superintendent, Atlanta, Ga.

Fifth division, comprising Ohio, Indiana, Kentucky, and Tennessee: Office of superintendent, Cincinnati, Ohio.

Sixth division, comprising Illinois, Iowa, Nebraska, and Wyoming: Office of superintendent, Chicago, Ill.

Seventh division, comprising Missouri, Kansas, Colorado, and New Mexico: Office of superintendent, St. Louis, Mo.

Eighth division, comprising California, Nevada, Oregon, Alaska, Arizona, Idaho Utah, and Washington: Office of superintendent, San Francisco, Cal.

Ninth division, comprising the through mails via Buffalo, Suspension Bridge Toledo, and Detroit, the lines of the Lake Shore and Michigan Southern Railroad and the Lower Peninsula of Michigan: Office of superintendent, Cleveland, Ohio.

Tenth division, comprising Wisconsin, Northern Peninsula of Michigan, Minnesota North Dakota, South Dakota, and Montana: Office of superintendent, St. Paul, Minn

Eleventh division, comprising Arkansas, Indian Territory, Texas, and that portion of Louisiana west of the Mississippi River: Office of superintendent, Fort Worth Tex.

Sec. 890. Classification of Railway Postal Clerks.—That persons in the Railway Mail Service, known as railway post-office clerks, route agents local agents, and mail-route messengers, shall, on and after the passage of this act, be designated as railway postal clerks, and divided into five classes, whose salaries shall not exceed the following rates per annum: First class, not exceeding $800; second class, not exceeding $900; third class, not exceeding $1,000; fourth class, not exceeding $1,200, and fifth class, not exceeding $1,400: *Provided*, That the Postmaster-General, in fixing the salaries of clerks in the different classes, may fix different salaries for clerks of the same class, according to the amount of work done and the responsibility incurred by each, but shall not, in any case, allow a higher salary to any clerk of any class than the maximum fixed by this act for the class to which such clerk belongs. (Act of July 31, 1882, 22 Stats., 180.)

Sec. 891. Appointment of Railway Postal Clerks.—All original appointments to the position of railway postal clerk are made by the Postmaster-General, upon the certification of the Civil-Service Commission, as clerks of class one, and for a probationary period of six months from the date of appointment. No reappointment at or before the expiration of the probationary period will be made unless the appointee shall have shown himself proficient in his duties, fully competent to perform the same, and shall pass a satisfactory examination upon the duties of his position. Applications for appointment should be sent to the Civil-Service Commission.

Sec. 892. Promotions.—All promotions are made upon the recommendation of the General Superintendent, based upon the report of the division superintendent as to good conduct, faithful service, and efficiency; and such report must be accompanied by the clerk's full record, including case examinations and errors in distribution.

When a vacancy occurs through the death, resignation, dismissal, or transfer of a clerk of a higher grade than class one, the division superintendent will send to the General Superintendent a statement of the service record and efficiency of the clerk of a lower grade who, in his opinion, is best qualified for performing duty in the grade in which the vacancy exists and is most worthy of promotion, together with his recommendation for such promotion.

Sec. 893. Assignment of Chief Clerks.—The General Superintendent may assign to duty, when necessary, as chief clerks of railway mail service, such postal clerks as in his judgment are best qualified to discharge the duties required of them; and such chief clerks will be required to make examination of the men under their charge, to see that they perform all the duties required of them promptly and thoroughly; that the schemes furnished are kept corrected, and that all orders issued by the General Superintendent and division superintendent are promptly executed. All irregularities, insubordination, inefficiency, and lax morality occurring on routes under their charge must be reported to their division superintendents at once.

Sec. 894. Railway Post-Offices.—All railway postal cars and mail apartments in cars and steamboats are designated as "railway post-offices," for the distribution of mail matter in transit.

Sec. 895. Uniform for Railway Postal Clerks.—Postal clerks, route agents, and mail-route messengers shall not be required to wear uniform other than a cap or badge. (Act of March 3, 1879, § 1, 20 Stats., 357.)

The cap required by this section is the regulation navy, 3 inches deep, 1¼ inches front, with black corded silk band; cloth to be full indigo dark navy blue; cap to have an oil-glazed cover; the cap to bear upon its front the letters "R. M. S.," in silver, surrounded by a gold wreath.

All clerks must wear the uniform cap between depot and post-office; when recording arrival and departure; when exchanging mails at stations, and when collecting mail from letter-boxes at stations. Clerks detailed to transfer duty, except as hereinafter provided, must also wear the uniform cap when on duty.

In those sections of the country where the severity of the weather necessitates more protection than is afforded by the regulation cap employés may, by the division superintendent, be excused from wearing it while on duty between the post-office and depot, and transfer clerks may be allowed the same privilege if, in the opinion of the division superintendent, such privilege is a necessity.

Provided: That from April 1 to October 31 there may be worn a straw hat, straw color, with rim not to exceed 3¼ inches and crown not exceeding 4 inches. The straw hat is also to have upon its front the badge specified for the regulation cap.

Sec. 896. Organization of Working Crews.—On lines wherebut one clerk to a car is appointed to perform the duties, and who runs an average of 100 miles or more per day, he will be of class three, at $1,000 per annum. If the average daily distance run is less than 100 and not less than 90 miles, the clerk will be of class two, at $900 per annum; if the average daily distance run is less than 90 and more than 80 miles, the clerk will be of class two, and the salary will be at the rate of $10 per annum for each mile of the daily average of miles run. If the average distance run daily is 80 miles or less, the clerk will be of class one, and

the salary will be $10 per annum for each mile of the daily average of miles run.

On lines that have been known as full railway post-office lines, or that may hereafter be established in like manner, where two clerks are needed, there may be one of class five, at $1,300 per annum, and one of class four, at $1,150 per annum.

On lines where three clerks are needed there shall be one of class five, at $1,300 per annum; one of class four, at $1,150 per annum; and one of class three, at $1,000 per annum.

On lines where four clerks are needed there shall be one of class five, at $1,300 per annum; one of class four, at $1,150 per annum; one of class three, at $1,000 per annum; and one of class two, at $900 per annum.

On lines where more than four clerks are needed such additional clerks shall be of class two or one, except where two distributing cars are run on the same train, when there may be one clerk of class five, at $1,300 per annum; three of class four, at $1,150 per annum; one of class three, at $1,000 per annum; and all additional clerks of class two or one.

The clerk of the highest class in any crew will be designated the "clerk in charge."

Sec. 897. "Helpers."—When it becomes necessary to furnish assistance on any line, the clerk assigned to such duty will be designated a "helper," whether he runs over the entire line or only a portion of it; but such helper shall not be of a higher class nor receive a higher salary than the clerk to whom he is assigned as a helper; and in no case shall the salary of such helper exceed that of a clerk of class two.

Sec. 898. Clerks on Steamboat Lines.—Clerks on steamboat lines will be of class one, at a salary not exceeding $720 per annum; the salary to be determined by the amount of work to be performed and the importance of the line.

Sec. 899. Transfer Service.—The General Superintendent may, when necessary, detail clerks not above class four, at $1,150 per annum, at certain important junctions, whose duty it shall be to look after the handling and transfer of mails at railroad depots, and to perform such other work pertaining to the Railway Mail Service as may be required; and when more than one clerk is needed for such duty at the same depot the additional clerks shall be of classes below class four, but in no case shall more than one clerk of the same class, above class one, be so detailed at the same depot.

Sec. 900. Chief Clerks and Assistants.—Clerks who may be detailed to duty at certain important points in charge of one or more lines will be designated "chief clerks," and such details may be made from clerks of class five, at a salary of $1,400 per annum. No clerk will be detailed to assist a chief clerk except in special necessary cases.

Sec. 901. Detail of Clerks.—Division superintendents may detail clerks om one route to another, but clerks so detailed must be assigned to ity in accordance with these regulations. Clerks may also be detailed r clerical duty pertaining to the Railway Mail Service. All details xcept in cases of emergency) must be reported to the General Super- ntendent for his approval before going into effect.

Sec. 902. Assignment of Clerks in Emergencies.—To meet emergencies, ivision superintendents may make any assignment of clerks in their espective divisions which may be for the benefit of the service, but not or a longer period than ten consecutive days; and such assignments nust be at once reported to the General Superintendent.

Sec. 903. Reassignments.—When reassignments of clerks to duty are necessary, they will be made in accordance with the regulations and orders from the Department governing the organization of working crews. (See Sec. 896.)

Sec. 904. Salaries to be Regulated by Duties Assigned.—In no event will a clerk be allowed the salary of a higher class than is by these regulations assigned to the duties actually performed by him, except when ordered to perform duties of a lower grade in cases of emergency.

Sec. 905. Inability of Clerks to Fill Positions to which Assigned.—Whenever a clerk is unable to perform the duties of the position to which he is assigned, the division superintendent will at once report the facts to the General Superintendent, with a recommendation for reduction or retirement.

CHAPTER THIRTY-TWO.

GENERAL INSTRUCTIONS TO RAILWAY POSTAL CLERKS.

Sec. 906. Clerks to Carry Instructions.—Each railway postal clerk, when on duty, must carry with him a copy of the instructions to postal clerks, copies of current orders affecting his line, schemes of distribution, the January Postal Guide for the current year, the latest Monthly Guide, and copies of such schedules of mail trains as may be necessary. Ignorance of instructions will not be considered an excuse for violation or disregard of them, either of which is a sufficient cause for removal. In cases of doubt as to the meaning of any regulation, the division superintendent or chief clerk should be consulted.

Sec. 907. Clerks to Report Errors Discovered in the Postal Guide.—Every clerk must report at once to his division superintendent any errors he may detect in the Postal Guide, that they may be reported to the Department for correction.

Sec. 908. Change of Schedules to be Reported.—Clerks must notify their division superintendents of all changes of schedules or running of trains upon their respective lines.

Sec. 909. Clerks to Notify Division Superintendent of Changes Needed in Railway Post-Offices.—Clerks should notify their division superintendent of any changes needed in their cars, but must not make requests or suggestions to the railway companies as to what changes they think should be made.

Sec. 910. The Clerk in Charge and his Duties.—Where there is more than one clerk assigned to duty in a car, the one of the highest class will be designated the clerk in charge, who will have control of and be accountable for all property belonging in or pertaining to the car. It will be his duty to require each clerk of his crew to comply with all instructions, regulations, and orders relating to the service; to have all necessary reports made; to see that all distribution in the car is correct, and that all mails are properly made up and put upon the proper route to their destination.

Sec. 911. Clerks to Obey Clerk in Charge.—The other clerks will implicitly obey the orders of the clerk in charge; and no one on duty will consider his labors ended until the whole mail has been properly distributed, pouched, and transmitted.

Sec. 912. Clerks must Examine Order Books.—Clerks must, immediately before departure and after arrival, examine all order books or orders left for their guidance, and get all communications addressed to them.

Sec. 913. Address of Clerks.—Clerks must keep their division superintendent and chief clerk advised of their full address. Address must also be noted on record of arrival and departure.

Sec. 914. Residence.—If clerks for their own convenience take up their residence off the line of the road on which they are performing service, they will not be relieved from responsibility for failure to sign or for failure to take a run. And where a clerk resides so remote from a telegraph or telephone office that he can not be reached for extra service in cases of emergency, he will be required to change his residence.

Sec. 915. Period of Duty.—Clerks must remain on duty the whole length of their allotted runs.

Sec. 916. Clerks paid for Daily Service.—The Government pays each clerk for daily service, whether he is on duty or not, and therefore has a right to demand service of him at any time. Lay-off periods are granted for rest and study, and those who for compensation attend personally to outside affairs during these periods will not be considered as performing their duties properly and will be disciplined accordingly.

Sec. 917. Clerks on Duty not to Traffic.—The carrying of freight in postal cars or traffic in merchandise by clerks while on duty is strictly prohibited. They must confine themselves to the duties imposed upon them by the Department.

Sec. 918. Must not Impart Information to Unauthorized Persons.—No information must be imparted concerning letters or other mail matter passing through the hands of clerks in the process of distribution, except to those who may be officially authorized to receive such information and at their request.

Sec. 919. Courtesy Enjoined.—Clerks must observe, in their official intercourse with the public and with one another, the strictest courtesy; nd must endeavor by active and intelligent effort, to promote the nterest of the service. Discussion and loud talking when at work hould be avoided.

Sec. 920. Use of Intoxicating Liquors Prohibited.—The use of intoxicat-ng liquors by clerks when on duty or while wearing their uniform aps is absolutely prohibited, and the frequent and excessive use of he same while off duty will render them liable to dismissal from the ervice.

Sec. 921. Clerks Expected to Pay Their Debts.—Clerks are expected to ay all their just and honest debts, and a persistent and willful failure o do so will be deemed evidence of untrustworthiness sufficient for removal.

Sec. 922. Clerks Must Assist Post-Office Inspectors.—In all cases post-office inspectors, presenting proper credentials, must be given such official assistance as they may require, and in no case must the fact of a post-office inspector being on the train or having ridden thereon be communicated by a postal clerk to any person whatever at any time, either during or after the run. Neither should entry of the fact be made on the trip report or the record of arrivals and departures. No excuse will be taken for any violation of this section.

Sec. 923. Accidents to be Reported.—When an accident occurs to a mail train, the clerk in charge will at once make a full report of the same to his division superintendent. This is in addition to notation on trip report. In case any of the clerks are killed or seriously injured, or the mails are burned or injured, the clerk in charge will make a brief telegraphic report to the General Superintendent and also to his division superintendent; but in no case will this relieve such clerk from making a full report in writing to his division superintendent.

Sec. 924. Rules of Railway Companies Observed.—The rules and regulations of the railway companies, not in conflict with these regulations, must be respected and obeyed.

CARE OF RAILWAY POST-OFFICES AND MAILS.

Sec. 925. Vigilance Required in Guarding Mails.—All clerks must use extraordinary vigilance in guarding the mails under their charge, which must not be left for a moment exposed, day or night, and especially in making transfers where there is considerable portage between trains. Should they become aware that the mails are exposed at any time or place they are required to note the same upon their trip report for the information of the division superintendent.

Sec. 926. Clerks must Accompany Mails to and from Post-Offices.—It is the duty of the clerk who takes the registers to accompany the mails to and from the initial and terminal post-offices of his run. When accompany-

ing the mail on other than regulation wagons, he should always sit in such a position as to be able to instantly discover the loss of a pouch or sack.

Sec. 927. Clerks not to Leave their Offices.—Clerks must not leave their offices during a run except for meals, to examine letter boxes at stations, or for purposes of urgent necessity in the interest of the service, and then only for brief periods; and in all cases they should see that the car doors are locked unless another clerk be left on duty therein.

Sec. 928. Clerks must Examine their Offices at the end of Runs.—Clerks will thoroughly examine their offices before leaving them, to see that no mail is left therein. No mail locks must be left therein except to secure drawers and closets, or the office itself when this method of security is a matter of necessity. All surplus pouches, sacks, and locks must be disposed of as directed by the division superintendent.

Sec. 929. Care of Cars.—Clerks must not deface or injure the postal cars or other property of the railroad company furnished for the use of the service. The doors of stoves and heaters should be kept closed and fastened when trains are in motion.

Sec. 930. Waste Paper and Twine to be Examined.—Waste paper and twine must be preserved and turned in at the terminal post-office, but be carefully examined before being sent from the car, and the label of the sack containing the same shall bear the words "waste paper," the postmark, with date, and full name of clerk in charge. The use of both large and small twine must be curtailed to the lowest possible point to properly perform the service.

Sec. 931. Turning over Property of Department.—On the resignation, suspension, or removal of a clerk he shall turn over to his division superintendent the mail keys, photographic commissions, Railway Mail Service certificates, railroad passes issued to him on account of his position in the service, and all other property and records belonging to the Department in his possession (including the records of registered matter received and forwarded). A refusal to deliver all or any of the above articles of property, on demand, is an indictable offense under the statutes of the United States.

Sec. 932. Transfer of Property.—When a clerk is transferred to another line in the same division, the person to whom the post-office property in his possession is delivered will send to the division superintendent an itemized duplicate receipt for such property.

Sec. 933. Public Property not to be used for Private Purposes.—The use of any property of the Department for personal purposes is strictly prohibited.

Sec. 934. Sale of Postage Stamps by Clerks.—Clerks are required to keep constantly on hand a supply of postage stamps of the denomination of 2 cents, for the accommodation of the public at the car. It is a penal offense for a clerk to demand for a postage stamp a sum exceeding that expressed on its face. (See section 125.)

Sec. 935. Mutilation of Property Prohibited.—Any mutilation of property furnished for the use of the postal service is strictly prohibited. (See section 944.)

CARE OF MAIL BAGS, MAIL LOCKS, AND MAIL KEYS BY POSTAL CLERKS.

Sec. 936. Securing Mail Locks and Mail Keys.—Clerks when on duty must always wear the mail key securely attached to their clothing by the safety chain. Stray mail keys found must be immediately forwarded to the division superintendent and by him to the Department.

Sec. 937. Tenure of Mail Keys.—Every clerk will hold his mail keys so long as he shall continue to be connected with the same railway post-office, unless he shall be furnished with another mail key in lieu of it. When a vacancy occurs in a railway post-office, the key of the late incumbent should be transferred to the new railway postal clerk appointed for the same railway post-office. In all exchanges between railway post-office clerks from one railway post office to another, not temporary and for a brief period, there should be a corresponding exchange of mail keys and receipts in duplicate.

Sec. 938. Receipts to be Always Taken for Mail Keys.—No mail key must be transferred or exchanged except to a successor in office nor be furnished nor loaned without special instructions from the division superintendent. No such key, not obtained directly from the division superintendent or from a predecessor in office, must be kept or detained, but promptly returned to the division superintendent with a full report of facts in relation to it. If a mail key be received from a discontinued post-office or elsewhere it must be sent without delay to the division superintendent by the clerk receiving it, stating when and from whom it was received by him.

Sec. 939. Repairing Mail Locks and Keys Forbidden.—No attempt must be made to have a mail key or a mail lock repaired nor to pry into the internal mechanism of any mail lock. No damaged or defective mail key must be kept by a clerk, but each one, as soon as it becomes damaged or defective, must be promptly returned to the division superintendent with an explanatory letter. With every application for a new mail key in lieu of one broken the broken parts must be inclosed and the number of the broken key stated.

Sec. 940. Defective Keys to be Reported to the Superintendent.—When a mail key is perceived to be much worn and becoming defective timely notice should be given of the fact, always stating the number of the key, so that a new one may be furnished before the old one becomes entirely useless, the latter to be returned to the division superintendent.

Sec. 941. Care of Mail Keys—Penalty for Loss.—The careful use of mail locks and the safe-keeping of mail keys are essential to the integrity of the postal service. The mail key must never be exposed to public observation nor placed where it may be lost or stolen. It must not be

suffered to pass, even for a moment, into the hands of any person not a sworn officer of the Post-Office Department. The loss of a mail key, as it may afford peculiar facilities for stealing from the mails, is an act of carelessness likely to be more pernicious to the service than almost any other a clerk can commit. It is therefore deemed sufficient cause for removing the clerk so offending.

Sec. 942. Legitimate Use of Mail Bags Restricted to What.—The legitimate use of mail bags is restricted to the transmission of mailable matter while under the care, custody, and control of the Post-Office Department, through its postmasters and other authorized agents. Their application to any other uses than those of this Department is illegal and strictly forbidden. The stealing, purloining, converting from proper use, or conveying away to the detriment of the service, of any mail bags, is an offense by law punishable with fine and imprisonment.

Sec. 943. Mail Bag in Transit Becoming Unsound.—In case a mail bag in transit becomes too unsound to convey the mail with safety to the end of the route, the clerk first discovering its bad condition must transfer the mail to another bag and turn in the unsound bag to the terminal post-office.

Sec. 944. What Mutilation of a Mail Bag may be Allowed.—When a mail bag has a damaged or defective lock upon it which can not be opened with the proper key in good order, such lock should be removed, without further damage, by filing or cutting asunder that staple of the bag to which the lock is fastened, if practicable; otherwise the strap may be cut. No other mutilation of a mail bag is admissible under such or any other circumstances. When the staple is cut, the mail bag must not be used again until a new staple shall have been applied to it. The fastening-strap of a mail bag must not be cut if the bag can be opened by cutting the staple, and must never be spliced nor repaired in any way, but must be replaced, when necessary, with a new one.

Sec. 945. Hooks Forbidden.—The use of hooks in handling mail bags is forbidden to railway postal clerks.

ACCESS TO RAILWAY POST-OFFICES AND PERMITS TO RIDE THEREIN.

Sec. 946. Who may have Access to Railway Post-Offices.—A railway post-office is for the exclusive accommodations of the mails and the persons specially appointed to take charge of the same. It is strictly private, not to be entered by any person except post-office inspectors and persons who may be authorized by the General Superintendent and division superintendents of the Railway Mail Service. The conductor of the train will have access to the office in the performance of his duties, and, in case of necessity, other railway employés may pass through, but none of them shall be allowed to remain therein, except on trains made up exclusively of postal cars.

Sec. 947. Permits to Ride in Railway Post-Offices.—Permits, signed by the General Superintendent, will be required (except for post-office in-

spectors) as authority for riding in railway post-offices. Without such permit no person except post-office inspectors (who will be required by the clerk in charge to show their commissions) will be allowed to ride in railway post-offices. This applies to all clerks in the service passing over lines to which they are not assigned.

Sec. 948. Permits to be Taken up.—Permits will be taken up by the clerk in charge, who will affix his postmark, with date, also his full name, on the reverse side, and forward to his superintendent with his trip report, noting on the same the points between which the person rode in his office. If it is an annual permit it should not be taken up, but its number and the full name of the holder should be noted on the trip report, and also the points between which the holder rode in the railway post-office.

Sec. 949. Permits not good for Transportation.—A permit is not to be considered as furnishing transportation to the person holding it, but simply as authority to ride in the railway post-office. The clerk in charge must notify the train conductor, so that he may take up ticket or pass, or collect fare.

RECORD OF ARRIVALS AND DEPARTURES.

Sec. 950. Clerks' Record of Arrivals and Departures.—A record of arrivals and departures will be kept at each terminal post-office, or at some other place at each terminus of a run, to be designated by the superintendent, in which each clerk is required to sign in his own handwriting his full name and the day and hour of the schedule arrival and departure of the train, and of his own arrival at and departure from the post-office or other place where the record is kept; the record of arrivals shall be made without unnecessary delay. Failure to so sign will be regarded as a failure to perform service without excuse, and the clerk will forfeit one day's pay for each failure, but such forfeiture shall not exceed one day's pay for any number of failures to so sign on any one trip. But clerks may be relieved from the forfeitures herein imposed upon application, showing good reason therefor, addressed to the division superintendent, who will forward the same to the General Superintendent with his recommendation.

A substitute will sign his own name and that of the clerk for whom he is working, thus:

JOHN SMITH, *Clerk*,
By WILLIAM JONES, *Substitute*.

Sec. 951. No Discretion to be used in Reporting Failures.—No discretion is allowed a postmaster or other person in charge of a record of arrivals and departures in reporting any failures on account of any peculiar circumstances attending the case. The failure must be reported promptly, and will be submitted to the Department for decision, together with any statement the clerk may desire to make.

Sec. 952. Posting Record Book.—The person in charge of the record of arrivals and departures must fill up the blank spaces at the head of each page before the page is signed upon.

Sec 953. Partial Duty to be Noted on Record.—In case a clerk does not perform duty over the whole length of the route, the portion over which he performed duty must be noted on the record and on trip report.

OFFICIAL CORRESPONDENCE.

Sec. 954. Replies to Official Communications.—Each clerk is required to date and sign with his official signature and promptly dispatch replies to all official inquiries and other communications. The name of his line is a part of the clerk's official signature. The signature should be made thus:

WM. H. SMITH,
R. P. Clerk, N. Y. & Chi. R. P. O.

Sec. 955. Form of Official Telegrams.—Clerks should make official telegrams as brief as possible. The following form is given as an illustration:

FOXTOWN, N. Y., *April 1, 1883.*

JACKSON, *Supt., New York:*

Prairieville and Sumac train four collided with freight train ten miles west of Troyburg, eight this morning. Smith killed; Adams wounded; postal car demolished; mail badly damaged.

SHEFFIELD, *Clerk.*

No unnecessary words should be used, nor any words omitted that are necessary to make the meaning clear. The division superintendent should be addressed in telegrams by his surname only, with the "supt." added and the name of the place where he is. The clerk should always sign with his surname only, adding the word "clerk." If there be two or more clerks on a line having the same surname, each will sign his full name to telegrams. Telegrams should never be sent except in cases of urgent necessity.

CASE EXAMINATIONS.

Sec. 956. Examinations.—Case examinations of clerks will be made from time to time, upon the official schemes of distribution furnished them, the connection of trains as shown in the "schedule" of mail trains, and such other instructions and orders as relate to the service.

They will also be examined as to their knowledge of the "Instructions" at each case examination. The questions asked will be such as will require an answer giving the substance of each section of the instructions, and the result of the examination will be reported to the Department.

After surrendering the case to the examiner, clerks will not be allowed to make any changes with a view to rectifying errors.

On the completion of each examination the clerk examined will be given (on blank R. M. S., 5003) a statement of the result of his examination, and following the words "action taken" will be written the State on which he will next be examined, and the nature of such examination.

Sec. 957. **Voluntary Examinations.**—Clerks may volunteer for examination at any time, and division superintendents will afford them every reasonable facility for this purpose.

Sec. 958. **Probationary Appointees to be Examined Monthly.**—All probationary appointees will be examined monthly during their probationary term. These examinations will require a knowledge of the instructions, the schemes of distribution which may be furnished, and the railway connections at the various junctions, as given in the schedule of mail trains. The result of each examination will be reported to the Department, and on the result of these examinations, and the efficiency of the probationers in their work, will depend their permanent appointment in the service.

LEAVES OF ABSENCE, ETC.

Sec. 959. **No Clerk to be Absent without Leave.**—No clerk is allowed to absent himself from his line, or to exchange runs with a clerk on the same or any other line, without the written permission of the division superintendent, nor shall he leave his home during his periods of rest without notifying his division superintendent or chief clerk of his exact whereabouts, so that he can be reached by letter or telegram, if necessary. Any clerk to whom a leave of absence is granted will be required to furnish a suitable and competent substitute, at his own expense, unless he can make a satisfactory arrangement with the other clerks on his line to perform his duties during his absence; such arrangement to be evidenced by a memorandum in writing, signed by all the parties concerned, and to be filed with the division superintendent; and in cases where the service is to be paid for in money, the clerk shall place in the hands of the division superintendent an order on the paying postmaster covering the amount in favor of said substitute. But no clerk or transfer clerk shall be absent for more than sixty days in the aggregate in any one calendar year, nor more than thirty consecutive days, without special authority from the Department. In case of absence on account of sickness a physician's certificate will be required.

Sec. 960. **Paying Back Runs.**—When trips are made by one clerk for another, the clerk for whom such trips are made will be required to repay the same, either in money or by running an equal number of trips, the method of payment to rest with the clerk making the trips, except in cases of sickness. In cases of sickness, the clerk who has been sick may elect the manner in which the payment is to be made. When, however, circumstances prevent him from making repayment in kind—that is, by running an equal number of trips—payment must

be made in money, and as soon as possible after return to duty. New appointees are responsible for their runs from the date they commence to draw pay.

Sec. 961. Substitutes for Clerks Absent.—No person who has been discharged from the service for causes affecting his character and standing as a clerk or a citizen can be employed as a substitute or in any other capacity, nor can he be permitted to enter or ride in a railway post-office.

Sec. 962. In case of Disability Railway Postal Clerk will send Certificate.—In case a clerk shall be disabled while in the actual discharge of his duties as such, by a railroad or other accident, he shall send to his division superintendent a certificate of his attending physician or surgeon, sworn to before an officer authorized to administer oaths, who has an official seal, setting forth the nature, extent, and cause of his disability and the probable duration of the same. The division superintendent will forward the certificate with his recommendation to the General Superintendent of the Railway Mail Service, who will make his recommendation thereon, and submit the case to the Postmaster-General, who may, in his discretion, grant such disabled clerk leave of absence with pay for periods of not exceeding sixty days each, and not exceeding one year in all. A sworn certificate from the attending physician must accompany every application for additional leave.

When it becomes necessary for the Department to employ an acting clerk by reason of the absence of an injured clerk, the acting clerk shall be of class one, at an annual salary of not exceeding $800 per annum.

MISCELLANEOUS.

Sec. 963. Clerks on Night Lines.—When there is any mail to be distributed, or work to be done on night lines, every clerk must be awake and do his full share. When the distribution is entirely finished and all of the work done, there is no objection to a part of the crew going to sleep, but at least one clerk must always be wide awake and on duty. This precaution is absolutely necessary for the proper protection of the registered and other mail against accident, fire, or robbery, as well as for the personal safety of the clerks on duty. These provisions apply also to long lines where it is necessary for a part of the clerks to sleep during the day. As far as practicable the doors of a railway post-office should be kept locked, especially at night.

Sec. 964. Sending of Resignations.—Resignations must be sent to the Department through the division superintendent, and as long prior to the date on which they are intended to take effect as possible.

Sec. 965. No Information to be Given Concerning Vacancies.—Information regarding vacancies or probable vacancies in the service must not be imparted by clerks, nor must they take any part in procuring appointments.

Sec. 966. Subpœnaed by United States Court.—When railway postal clerks are subpœnaed by the Government to attend a United States court they are entitled (R. S., sec. 850) to their actual expenses, but are not entitled to per diem or mileage. Their actual expenses should all be stated in items. They will receive the regular salary of their grade during the time they are attending court. When clerks reside at the place at which the court is held they are not entitled to expenses. When clerks are subpœnaed, as above stated, it is the duty of the remaining clerks on the line to keep up the run of the clerk or clerks so absent without expense to the Department or the clerk subpœnaed. If the remaining clerks on the line are unable to keep up the run and perform the service, the Department will employ an acting clerk or clerks to keep up the run during the absence of the clerk or clerks so subpœnaed.

Sec. 967. Clerks not Exempt from Jury Duty or Arrest.—Railway postal clerks are exempt from militia duty but are not exempt from road duty. They are exempt from jury duty in some of the States by statute; in others not. They are exempt from arrest on civil process while on duty, but are never exempt from arrest on criminal process.

Recommendation for the payment of an acting clerk in place of a regular clerk subpœnaed by a United States court must be accompanied by an official certificate of the clerk of the court issuing the subpœna showing the number of days the postal clerk was in attendance on the court.

CHAPTER THIRTY-THREE.

INSTRUCTIONS TO RAILWAY POSTAL CLERKS IN HANDLING ORDINARY MAIL MATTER.

Sec. 968. Receiving Mail at Railway Post-offices.—Clerks will receive from the public and dispatch the following-described mail matter, but are strictly prohibited from receiving from the public for mailing any matter on which stamps have been canceled:

First-class matter—(letters and postal cards) on which one full rate has been paid; also soldiers' and sailors' letters unpaid, when duly certified.

NOTE.—None but first-class matter, and second-class matter from one office to another in the county in which it is published, can be forwarded to a new destination without a second payment of postage.

Third and fourth class matter is by law unmailable when not fully prepaid. If clerks know that such matter mailed in their offices is insufficiently prepaid, they should treat it in the same way as other unmailable matter.

Sec. 969. Receiving Mail Outside of Pouches.—Postmasters are required to dispatch their mail to railway post-offices in pouches, duly locked,

except in the case of a few late letters on which they have cancel stamps, which they may deliver in person or by a sworn assistant; t such (canceled) letters can not be received by the clerk from the m messenger nor from the public.

Free matter—when inclosed in penalty envelopes or franked by p sons authorized to do so by act of Congress.

Letters and postal cards readdressed for forwarding; the destinat of these can be changed as many times as may be necessary to rea the person addressed.

Second-class matter—(newspapers and periodicals from publish and news agents) when accompanied by a certificate from the p master that the postage has been paid.

Third-class matter—(newspaper, and periodical publications) wl sent by other than publishers and news agents, and prepaid in full the rate of one cent for each four ounces; all other matter of the th class at the rate of one cent for each two ounces.

Fourth-class matter—(all mailable matter not included in the th preceding classes) which has been fully prepaid by postage stamps, the rate of one cent per ounce.

Sec. 970. Receiving and Delivering Second-class Mail at Railway P offices.—The Postmaster-General may provide by order the terms u which railway postal clerks may receive from publishers or any ne agents in charge thereof, and deliver the same as directed, if presen and called for at the mail car or steamer, packages of newspapers a other periodicals not received from nor intended for delivery at a post-office (R. S., § 3889). Clerks are prohibited from receiving ne papers and periodicals from publishers and news agents unless t same are accompanied by a certificate from the postmaster that t postage has been paid. They will deliver them according to the structions on the packages.

Sec. 971. Second-class and other Matter Outside of Mail Bags.—Mail m ter must under no consideration be carried outside of the regular m bags, except second-class matter designed and marked for outside d livery, as provided in section 970, or matter the form of which p vents it from being carried in the mail bag.

Sec. 972. Second-class Matter to be Promptly Dispatched.—Newspap and periodicals sent to regular subscribers must be promptly dispatch to destination. To the addressee such matter is of at least equal i portance with letter mail, and it should be treated with equal care postal clerks. If it is necessary to withdraw second-class matter fr its wrapper in order to ascertain its destination it may be done, b will not be allowed for any other purpose. Second-class nixes will treated as prescribed by the regulations and orders. If postal cle find any second-class matter improperly directed—that is to say, dressed to the wrong post-office or State, they should report the f on the trip report so that the division superintendent may notify

publisher, but should not change the address or course of the package.

Sec. 973. **Reading Mail Matter in Transit Forbidden.**—Clerks must not remove newspapers or periodicals in the mail from their wrappers, packages, or bundles for the purpose of reading them.

Sec. 974. **Begging Newspapers Forbidden.**—Clerks are forbidden to request proprietors of newspapers to send copies of their papers to them free.

Sec. 975. **Pouches to be Examined.**—When emptying and before using a pouch or sack great care must be taken that no mail is left therein; and to be certain of this the pouch must be held so that the whole interior can be seen, and it must then be examined.

CANCELLATION AND POSTMARKING.

Sec. 976. **Cancellation of Postage Stamps.**—Postage stamps affixed to letters, packets, or parcels of any description, and all stamped envelopes, newspaper wrappers, and postal cards must be immediately and effectually canceled by the use of black ink. The use of the postmarking stamp as a canceling instrument is strictly forbidden.

Sec. 977. **Postmarking.**—All mail matter except of the second class deposited in a car for mailing must be postmarked. (As to manner of postmarking see section 473.) Postmasters are required by the section referred to to legibly postmark all mail matter of the first class deposited in their offices. Postal clerks will report the continued violation of this regulation on the part of any postmaster to their division superintendent who will report the same to the General Superintendent. On trains running into two or more than one day the trip report and facing slips made out for the run should show date of starting; but in the cancellation of stamps on mail matter the dater should be changed at midnight, so that the imprint of postmarking stamp will show clearly the date of mailing.

MAKING UP AND DISTRIBUTION OF MAILS.

Sec. 978. **Mail to be Made up by States.**—All mail for States of which no distribution is made must be made up "by States," and facing slips used in accordance with section 985; that is, letter and circular mail for each State must be made up in packages when there are ten or more letters for the State, and newspaper mail in canvas sacks, and the name of the State marked on the slip covering the package, and also on the slip in the label-holder of the sack.

Sec. 979. **Separate Mail for Delivery and Mail for Distribution.**—Mail for delivery and mail for distribution at a post-office must always be made up in separate packages, except when the division superintendent orders it combined in one package, in which case the slip covering the package should bear the name of the post-office and State, followed by the letters "D. & D."

Sec. 980. Direct Packages.—Making a direct package by railway posta clerks is placing all letters for one post-office in a package by them selves all faced one way, with a plainly addressed letter on the outside with a facing slip covering the back of the back letter. The slip mus be postmarked and bear the name of the clerk making the package an the direction moving. When necessary to include circular mail in direct package a letter must be put on the outside of the package.

Sec. 981. Direct Packages for Washington, D. C.—All railway post-office and all post-offices sending more than one long and one short letter b the same dispatch for Washington, D. C., will make separate direc packages of the long and short letters and place addressed slip thereon.

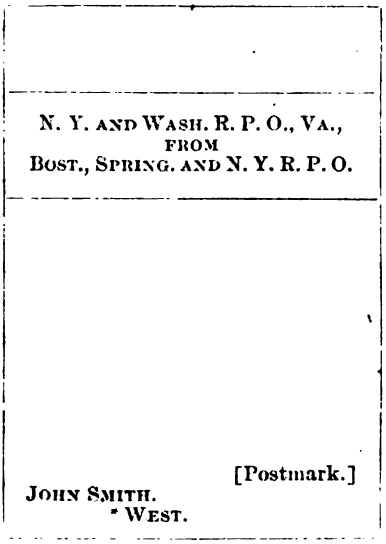
Sec. 982. Letters Must not be Placed in Pouch Loose.—Letters and circu lar mail must always be properly "faced up," slipped, and tied in pac ages, and never placed in the pouch loose.

Sec. 983. Official Matter to be Pouched with Letter Mail.—All offici matter emanating from any of the Departments of the Governme must be treated in every respect as first-class matter, unless the wra per or envelope distinctly states that the inclosures are printed matte

Sec. 984. Signal-Service Weather Reports to be Treated as Letter Mail.—All Signal-Service weather reports, whether inclosed in penalty env opes or prepaid by ordinary stamps, must be treated in all respects li letter mail.

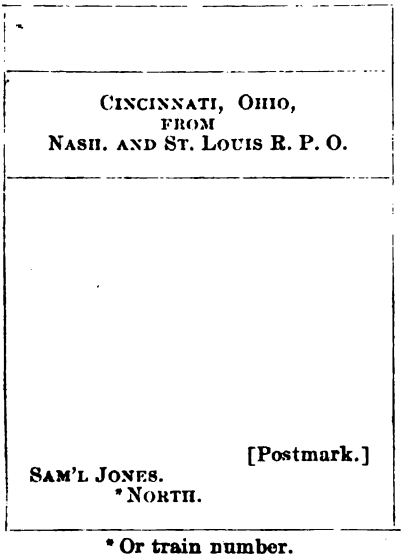
Sec. 985. Facing Slips to be Used.—Facing slips must be securely ti upon all packages of letters and circulars, and also placed in the lab holder of all pouches and sacks, with the address or destination of t package, pouch, or sack, the postmark of the line, with date, directi moving, and the full name of the clerk making up the same, as in cated in the diagram. Card slide labels may be used only upon dire exchange pouches between post-offices and upon through-register pouches and inner sacks. Facing slips must not be used a second tim Clerks will note on their trip reports every instance of a violation this rule by postmasters, inclosing in the report one of the slips as e dence. Facing slips must be of uniform size 5 by $3\frac{3}{16}$ inches. Fac slips must be prepaid before going on duty. Placing the address u direct slips is optional, except upon packages for Washington, D. C.

Diagram of slip for R. P. O. package, pouch, or sack.



*Or train number.

Diagram of slip for direct package, pouch, or sack.



*Or train number.

Sec. 986. Checking Errors.—Failure to properly note errors is deemed sufficient cause for dismissal. All errors found in the distribution of package of letters or in a pouch or sack of newspapers must be noted the reverse side of the slip, giving the name of the post-office and state, and the county when included in the superscription, the full

name of the clerk noting the errors, and postmark with date, and direction moving, next to postmark, as follows:

LETTERS.	*PAPERS.*
1 Omaha, Nebr.	1 N. Y., N. Y.
2 South Bend, Ind.	1 Phila., Pa.
1 St. Louis, Mo.	1 Balto., Md.
	2 Wash., D. C.
Wm. Brown.	1 Richmond, Va.
*S. [Postmark.]	C. J. Smith.
	*N. [Postmark.]

*Or train number.

a. Missent packages should be checked on the slip that is on or in the package, as follows:

Missent pkg.
of.....letters,
all for.....
JNO. SMITH,
[Postmark.]

and the slip should be forwarded to the superintendent with the slip label of the pouch, or the loose slip of the pouch if the pouch is not labeled. If there is no slip on the package, check on a blank slip and forward as above. If the pouch is not labeled state that fact.

b. Misdirected packages.—Check in the same manner as a missent package, except to substitute the word "misdirected" for "missent," and do not forward the label of the pouch.

c. Missent or misdirected pouches and sacks should be reported as above. The labels are to be forwarded in all these cases.

d. All clerks must check as errors all mails dispatched or distributed contrary to orders and schemes, and which are thereby delayed in reaching destination, regardless of the extent of the delay.

e. Mails dispatched or distributed contrary to schemes and orders, but which are not thereby delayed, must be checked, but the errors will not be charged against the clerk making up the mail, and slips upon which such errors are noted will be returned to the clerk making them, with instructions as to how such matter should be distributed or dispatched. If, after receiving such information, he does not correct his distribution, the attention of the General Superintendent will be called to his case for action.

f. Clerks will check as errors, and such errors will be charged, all No. 1 matter found in No. 2 packages, pouches and sacks.

g. Clerks will check all No. 2 matter found in No. 1 packages, pouches, and sacks, but such errors will not be charged unless a delay is involved. The attention of the clerk making up the mail will be called to the slips upon which such errors have been checked, and action will be taken in accordance with the last sentence of rule *e*.

Sec. 987. **Disposal of Slips Received.**—All slips received upon packages of letter or circular mail or in the label holders of pouches or sacks on which errors have been noted must be preserved and sent to the division superintendent, inclosed with the trip report. All slips upon which no errors have been noted, after being counted, will be thrown into waste sack.

Sec. 988. **Absence of Slips.**—If no slips are received on the packages or in pouches or sacks and errors are found a slip must be made on which the errors will be noted. A report should also be made to the division superintendent, stating, if possible, the line or post-office from which the mail was received.

Sec. 989. **Distribution of Mails by Schemes.**—Clerks will carefully distribute and make up mails by the official schemes which may be furnished them, and will conform to any changes that may be made in the same by their division superintendent, and will make up and exchange only such pouches as may be ordered by him.

Sec. 990. **Open and Distribute One Pouch at a Time.**—Clerks will complete the distribution of the contents of one pouch or sack before opening another, so that any errors in distribution or missent mail may be correctly noted and reported.

Sec. 991. **Return of Pouches and Sacks.**—All pouches and sacks labeled to any railway post-office must be returned as soon as possible to the line or post-office whence they were dispatched. The only exception to this rule allowed is in the railway post-offices when such pouches or sacks are needed for immediate use. Labels on pouches and sacks must in all cases be removed when the pouches or sacks are opened.

Sec. 992. **Printed Labels must not be Defaced.**—Under no circumstances are any printed labels or slides to be defaced, mutilated, or destroyed. Clerks receiving any defaced or mutilated printed labels must forward them to their division superintendent with a special report, giving any information they may be able to obtain, showing by whom the mutilation or defacement was done. Any addition or erasure is a defacement. If printed labels are needed, send list to division superintendent.

Sec. 993. **Trip Reports to be Sent.**—Trip reports, together with all slips upon which errors have been noted, must be properly filled out and promptly sent to the division superintendent at end of each trip. Be particular to give all the information called for by the trip report.

Sec. 994. **Monthly Reports.**—Monthly report of mail distributed, registered matter handled and errors checked must be sent to the division superintendent, properly folded and indorsed, promptly upon the close of each month.

Sec. 995. Unmailable Matter and Articles found Loose in Mail.—Any clerk in whose car shall be deposited for mailing domestic matter wholly unpaid, or letters on which less than one full rate of postage is paid, or bearing stamps that have been previously used, or stamps cut from stamped envelopes or wrappers, or packages of third or fourth class matter not fully prepaid, shall detain and send the same to his division superintendent. Unmailable matter sent to the division superintendent must be postmarked on the back.

He will also intercept and withdraw from the mail all liquids not admissible to the mails under sections 321 and 322, gunpowder, and other explosives, live or dead animals (except queen bees and their attendant bees and dried insects), poisons, and any articles liable to injure the mails or the persons of those handling them, that may come to his notice; all matter on which the addresses have become detached or erased, all articles found loose in any pouch or sack, or any article which by the rulings of the Department has been declared unmailable, and send the same under cover to his division superintendent, with a special statement giving the name of the post-office or other source from which such matter was received. Division superintendents will turn all such matter over to the postmaster at division headquarters not less frequently than once a week. If any matter which should have been detained by the postmaster as "held for postage," "excess of weight or size," "coin," or "lottery," shall have, through inadvertence, been dispatched from the post-office of mailing, it should not be stopped in transit. All destructive matter withdrawn from the mail should be deposited in the terminal post-office and a special report made to the division superintendent.

Sec. 996. Nixes.—Under this general term is embraced all mail matter not addressed to a post-office, or addressed to a post-office without the name of the State being given, or otherwise so incorrectly, illegibly, or insufficiently addressed that it can not be transmitted. Whenever such matter dispatched from a post-office or mailed upon the cars may come into the hands of postal clerks for distribution, it should be withdrawn from the mail and sent to the division superintendent. The following are the only exceptions to this rule: Mail addressed to military or naval posts and stations of the Signal and Life-Saving Service which are not post-offices, should be sent to the proper post-office if known. Mail addressed to discontinued post-offices or to offices whose names have been changed, and to watering places and summer resorts which are not post-offices, should be sent to the nearest post-office known. Mail addressed from the Department to new post-offices, marked on the envelope "new office," will be sent to destination in the best manner practicable, in the absence of definite instructions. Nixes sent from a post-office by inadvertence, which reach a line from which they can be delivered, should be delivered. Nixes mailed upon a line addressed to a local to that line should be delivered to the post-office

which has been designated to receive mail so addressed. When clerks know that matter addressed to a post office without the name of the State being given is intended for the principal city of that name, being, for instance, addressed to a well-known citizen, firm, newspaper, corporation, or institution of such principal city, or to a street and number which can only be found therein, it should be sent to that city. Matter addressed to a place not a post-office, but bearing the name of a known county and State, should be allowed to go forward to the county seat of the county addressed, and the postmaster at said county seat will perfect the address if possible. Mail of foreign origin addressed to persons in the United States is to be treated in the same manner as domestic mail. Mail should not be treated as nixes on account of incorrect spelling when the destination is undoubted.

Sec. 997. **Nixes to be Postmarked and Slipped.**—All nixes sent to the division superintendent must be postmarked on the back and be accompanied by slip addressed to the division superintendent, bearing the full name of the clerk sending the same, the postmark of his line with date, and the word "nixes" in the upper left-hand corner.

Sec. 998. **Mailable Matter Turned in as Nixes to be Checked as Errors.**—Any such mail matter, the address on which is found in the latest January or monthly Postal Guide or in the general orders, will be noted as errors on the slip accompanying the same and charged against the clerk. All matter supposed to be nixes must be verified with the latest January and monthly Postal Guide and general orders.

Sec. 999. **Treatment of Books in Canadian Mails Supposed Dutiable.**—Clerks in railway post-offices exchanging mail with Canada must carefully examine Canadian mails coming into their hands for distribution, and turn into the nearest exchange post-office where there is a custom-house officer all books found in such mails known or supposed to be liable to customs duty, in order that such action may be taken by the postmaster and the customs officer as the case may require.

Sec. 1000. **Locals Addressed via a Post-Office.**—When mail matter addressed to a place which is not a post-office contains upon it a direction to send via a post-office, the matter should be sent to the post-office indicated.

Sec. 1001. **Address on Mail Matter not to be Changed.**—Clerks must not change the address upon any mail matter, and no indorsement upon a letter or addition to the address, in pencil or ink, will be permitted.

Sec. 1002. **Report of Letters under Strap of Pouches.**—Clerks must make a separate report of each instance of letters or postal cards being received under the strap or attached to the outside of pouches, giving name of post-office, with county and State.

Sec. 1003. **Mail in Transit not to be Delivered.**—Clerks must not make delivery at the postal car of mail in transit to any person whatever—except to a post-office inspector, as provided in section 522, although it be known to them that the applicant is the person named in the ad-

dress. The act of delivery is devolved by law and regulation of the Post-Office Department on the postmaster at the post-office to which the mail is addressed.

Sec. 1004. Exchange of Pouches.—Exchange of letter mails must always be made in locked pouches (except in the case of exchanges with Canada and Mexico, when sealed canvas sacks must be used), and, whether there is any letter mail or not, a pouch, duly locked, must be furnished whenever one is due. Any failure to receive any regular exchange must be reported to the division superintendent on the trip report.

Sec. 1005. Mails must not be Delivered at Places not Post-Offices.—Under no circumstances should mail be delivered at any place not a regularly established post-office, except as provided in section 522.

Sec. 1006. Irregularities to be Reported.—Every serious irregularity in the transmission of mails should be specially reported, and in the reports, where letters are concerned, the exact postmark, including the hour, should be stated, and in the case of newspapers, whether received in a pouch or a sack, and, if in a sack, whether it contained all second class, all third class, or mixed matter; and if all one publication, give the name and date of it. In addition to the above, the date, place, exact time of receipt, and train by which received should be given. In all cases the tag and slip of the missent pouch must be sent with the report to the division superintendent.

Sec. 1007. Missent Matter to be so Stamped.—Each letter or paper missent to a line must be plainly stamped on the face MISSENT, and the postmark of the line also stamped plainly thereon. This is necessary in order that the responsibility for delays to mail matter may be definitely located. This also applies to registered mail.

Sec. 1008. Delivery of Mails at Catch Stations.—At catch stations, where cranes are erected for the exchange of mails without slacking the speed of trains, the pouch must never be kicked off, but must be thrown off by hand to a distance of at least ten feet from the track, downward and outward, but not upward, so as to prevent it from being drawn under the train. Under no circumstances should mail be thrown on a station platform from a train in motion, except by special instruction of the division superintendent. The utmost care should be taken in deliveries to avoid injury to person or property. If clerks have registered boxes for catch stations, they should not throw them off, but carry them on to the first station where the train stops, to be returned by the next mail train, or in charge of railroad employés if no mail train stops at the catch station. Use none but catcher pouches at catch stations except in case of absolute necessity.

Division superintendents will issue special instructions regarding the delivery of mails at stations where trains do not stop. Accidents frequently occur by reason of the clerks failing to throw the mail a proper distance from the cars, and also by throwing mails upon the platform, from which they rebound under the cars.

Sec. 1009. Counting Mail.—In counting mail worked clerks will count ach letter slip as a package of letters, and each label on sacks as a ack of newspaper mail. Packages and sacks merely opened for the pur- ose of consolidating or verifying the contents of the same should not be ounted. The count should only include matter actually distributed.

DUTIES OF TRANSFER CLERKS.

Sec. 1010. Transfer Clerks under Supervision of Division Superintendents.— Division superintendents may, with approval of the General Superin- endent, detail clerks at certain important junctions to look after the andling of mails at railroad depots, and to perform such other duties ertaining to the Railway Mail Service as may be required. They will e entirely under the supervision of their division superintendent, and ill look to him only for all instructions.

Sec. 1011. Transfer of Mails.—Transfer clerks are required to superintend nd assist, as far as possible, in the transfer of all mails at the points where hey are stationed; to inform themselves thoroughly in relation to the outes over which mails should pass that are transferred at that point, in order that they may be able, in cases where mails are missent or incorrectly put off, to dispatch them by the proper trains; to keep themselves correctly informed of the hours of arrival and departure of all trains upon which mails are carried, and to notify their division superintendent, in writing, of any change of schedule whereby railroad connections may be made or missed, to the end that the quickest possi- ble dispatch of mails may be secured.

Sec. 1012. Verifying Receipt and Delivery of Mails.—All employés must closely scrutinize the labels upon all mails received and delivered, so as to guard against any missending.

Sec. 1013. Record of Errors by Transfer Clerks.—Division superintendents will keep a record of all errors in forwarding mail made by transfer clerks in the same manner as that of errors made by other clerks. At the end of every month they will send to each transfer clerk a state- ment such as is sent to other clerks, showing the errors made in for- warding the mail from the point at which he is stationed.

Sec. 1014. Vigilance in Guarding Mails.—Transfer clerks are expected to se extraordinary vigilance in guarding the mails under their charge, hich must not be left for a moment exposed, day or night, and specially in making transfers where there is a considerable portage etween trains; they should accompany the mails upon the wagon in ll cases possible where there is no authorized clerk in charge of the ame, and sit in such position at all times as to be able to instantly detect he loss of a pouch or sack.

Sec. 1015. Supervision of Messenger Service.—Transfer clerks will carefully bserve the manner of performance of messenger service, and will re- ort to their division superintendent every irregularity therein which omes to their knowledge. And in the receipt of mails they will verify

by actual inspection whether or not each wagon is empty before t driver and wagon are allowed to depart.

Sec. 1016. Daily and Hourly Reports.—Transfer clerks must keep a dai record of the arrival and departure of mails, mail trains, and m wagons at their stations, and make a daily report to their division s perintendent of all failures of railroads to make their regular mail co nections, and of all irregularities in the transmission of the mails a in the service by mail wagon. A daily report regarding each of the features should be made whether there is a failure or not. The hour report of service performed must also be made and promptly sent the division superintendent daily.

Sec. 1017. Examination of Transfer Clerks.—Examinations will be mad of transfer clerks from time to time concerning their knowledge of th current titles and numbers of trains arriving at and departing fro their stations, the mails to be transferred, and the correct terminal title of routes with which they ought to be conversant. Oase examination will be made from time to time upon the official schemes of distributio furnished them, the connection of trains as shown in the "schedule of mail trains, and such other instructions and orders as relate to th service; also as to their knowledge of the "Instructions." The que tions will be such as to require answers giving the substance of eac section of the instructions. On the completion of each examination th clerk examined will be given (on blank R. M. S., 5003) a statement o the result of his examination, and following the words "action taken will be written the State on which he will next be examined, and th nature of such examination.

Sec. 1018. Arrivals and Departures must be Recorded.—A record of ar rivals and departures must be kept at each station where a transfe clerk is assigned, in which each transfer clerk and assistant will sig his exact time of going on duty and leaving duty at station each day At the end of each month this record will be sent to the division super intendent for inspection, who will return it after inspection to the trans fer station for permanent file.

Sec. 1019. Handling Registered Matter.—In special cases transfer clerks may be required to receipt for, transfer, and deliver registered packages; in which case the registers must be entered in a book of record, which will be furnished for that purpose, and a receipt obtained from the post master or postal clerk to whom the packages are delivered. Transfer clerks are positively prohibited from transferring registered matter ex cept as above instructed.

Sec. 1020. Care of Government and Railroad Property.—Great care must be exercised by transfer clerks to keep clean and in good order the rooms which may be assigned for their use by railroad companies, and to per mit no waste of gas or water therein. The books and all Government and railroad property in this room or used by them must be maintained in good order. Pouches and sacks must not be allowed to lie about *and no* mail must be allowed to lie over or be detained.

c. 1021. **Transfer Clerks Governed by General Instructions to Postal** **ks.**—In addition to these special instructions for transfer clerks, they also be governed by the general instructions to postal clerks, when licable.

CHAPTER THIRTY-FOUR.

NERAL REGULATIONS RELATIVE TO THE RAILWAY MAIL SERVICE.

ec. 1022. **Carriage of Mail Matter by Railroad Employés.**—Conductors railroad trains, or other persons, whether connected with the Rail- y Mail Service or not, are subject to fine for carrying letters (sec- ns 679, 680) unless they are inclosed in United States stamped en- lopes of proper denomination, properly sealed and addressed (sec- n 685), except such letters or packets relate to some article carried the same railway car, or to the business of the railroad on which y are carried.

ec. 1023. **Arrival of Mail at Late Hour of Night.**—Whenever the mail any railroad route arrives at a late hour of the night the railroad mpany must retain custody thereof by placing the same in a secure d safe room or apartment of the depot or station until the following rning, when it must be delivered at the post-office, or to the mail ssenger employed by the Department, at as early an hour as the cessities of the office may require.

ec. 1024. **Departure of Mails at Late Hour of Night.**—When a mail de- rts from a post-office in the nighttime later than 9 o'clock, the di- ion superintendent may authorize the mail messenger or carrier take the mail to the depot and place it under the personal charge of railroad agent; but before such authorization is given, the consent the railroad company to assume responsibility for the keeping of the il and its proper exchange when the train arrives must first be ob- ned. Division superintendents will report at once to the General perintendent all arrangements made for the exchange of mails in manner.

ec. 1025. **Changes of Service.**—Before service is placed upon a new lroad the Second Assistant Postmaster-General will refer the case to General Superintendent of the Railway Mail Service (on blank No. 9) for report as to the necessity of service being placed on such line. e General Superintendent will refer the same to the proper division perintendent, who will make his report and recommendation. At same time he will make a separate report respecting the necessity the appointment of railway postal clerks, giving the number re- red. In case of the extension of a line the same rule will be followed l the same reports required. Superintendents should pass over the s and learn from personal observation as to the necessity for the vice before making report.

When reports are received and service authorized on a line, notic will be printed in the Bulletin, under head of "Railroad Servic Changes;" and as soon as such notice appears division superintendent may authorize the dispatch of closed pouches to such post-offices a can be best supplied by the railroad; but this is not intended to gra authority to establish mail-messenger service, nor to make change therein at stations where the service is performed by the Departmen until authority is granted for such change. Division superintendent must not extend the runs of clerks over extensions of railroads or plac them upon a new line until authority to do so is obtained from th Department.

Sec. 1026. Delivery of Mail by Mail Messengers.—It is the duty of ma messengers to deliver the mail on board the trains and into the pos offices.

Sec. 1027. Letter Boxes at Railroad Depots.—When it appears that th public convenience will be subserved, the General Superintendent ma authorize railroad companies to place letter boxes in their depots f the receipt of mail matter other than that for local delivery; and rai way postal clerks will be required to visit such boxes and take ma therefrom at the last moment practicable before the departure of the respective trains.

Sec. 1028. Mail for Foreign Countries Specially Addressed.—When ma addressed to foreign countries is specially addressed to go by way of particular route, railway postal clerks will forward the same, as far a practicable, in accordance with such superscription.

Sec. 1029. Treatment of Extra-National Correspondence Received fro Canada.—Division superintendents must require railway postal clerk who receive, in mails from Canadian offices made up for their distribu tion, correspondence addressed to foreign countries other than Canad to return the same, by the first opportunity, directly to the Canadia offices from which they received it, under labels marked "MISSENT.- SHOULD GO IN CANADIAN MAILS MADE UP FOR NEW YORK OR SA FRANCISCO POST-OFFICE."

Sec. 1030. Investigation of Losses.—Division superintendents are not t investigate cases of loss of mail matter. If, in investigating the cause of a delay or other irregularity in his division, the division superin tendent finds that a loss of mail matter is involved in the case, h should at once discontinue investigation and forward the papers, to gether with all the information obtained by him, to the General Super intendent to be referred to the Chief Post-Office Inspector. If, in hi judgment, immediate action should be taken, he may show the paper to the inspector stationed in the same city in which his office is, and i necessary give him a copy of the papers. When losses are reported t a division superintendent he should immediately refer the same to th the General Superintendent, and, if in his judgment necessary, notif the local post-office inspector as above indicated.

TITLE VII.

THE REGISTRY SYSTEM.

CHAPTER THIRTY-FIVE.

REGISTRATION OF DOMESTIC MAIL MATTER.

Sec. 1031. **Registry System Authorized.**—For the greater security of valuable mail matter, the Postmaster-General may establish a uniform system of registration. But the Post-Office Department or its revenue shall not be liable for the loss of any mail matter on account of its having been registered. (R. S., § 3926.)

Sec. 1032. **Means Employed to Attain Safety.**—The special security given to registered matter is obtained by the use of a distinctive cover for the matter, its retention in special custody, and a system of records and receipts showing every transfer of it after it has been received for mailing, whereby it may be traced throughout its journey from its receipt for mailing until delivery to the addressee.

Sec. 1033. **Postmasters' Duty to Encourage Registration.**—Postmasters are obliged to register matter properly prepared and offered for registration, and should advise the public to register valuable mail matter, so as to enable the Post-Office Department to keep it under strict supervision.

Sec. 1034. **Office of Department in Charge of Registry System.**—All correspondence or other business, as well foreign as domestic, relating wholly to matters of registration, shall be conducted through the office of the Third Assistant Postmaster-General. All papers coming into the possession of any other branch of the postal service or other office of the Department, in connection with such business, must be referred, either entire or by copies or appropriate extracts, to the office directly in charge of the Registry System; but all cases involving the loss, disappearance, or depredation of a registered article, and all inquiries for missing registered matter, as well as cases of wrong delivery, shall be referred or reported in the first instance to the Fourth Assistant Postmaster-General, Office of Chief Post-Office Inspector, for investigation.

Sec. 1035. **What Mail Matter may be Registered.**—All classes of mailable

matter may be registered. Matter addressed to fictitious names, initials, to box numbers simply, or with other vague and indefinite addresses, must not be registered.

(See as to matter addressed to fraudulent lotteries, sections 1122, 1123, and 1124

Sec. 1036. Hours of Business.—Post-offices will be kept open for registry business during ordinary business hours. Offices of the first cl and their stations or branch offices must be kept open for the rece and delivery of registered matter until 6 o'clock p. m.

NOTE.—As to Sundays and holidays, see sections 436 and 438.

Sec. 1037. Limit of Fee.—No Fee on Official Matter.—Mail matter sl be registered only on the application of the party posting the same, a the fee therefor shall not exceed 20 cents in addition to the regu postage, to be in all cases prepaid; and all such fees shall be accoun for in such manner as the Postmaster-General shall direct. But lett upon the official business of the Post-Office Department, which requ registering, shall be registered free of charge and pass through the m free of charge. (R. S., § 3927). That any letter or packet to be registe by either of the Executive Departments or Bureaus thereof, or by Agricultural Department, or by the Public Printer, may be registe without the payment of any registry fee. (Act of July 5, 1884, Stats., 158.) That all mail matter, of whatever class, relative to census, and addressed to the Census Office, to the Superintendent of Census, his chief clerk, supervisors, or enumerators, and indorsed "O cial Business, Department of the Interior, Census Office.—Registere shall be transported free by registered mail; and if any person sh make use of any such mark of registration to avoid payment of any r istry fee on his private letter, package, or other matter in the mail, person so offending shall be deemed guilty of a misdemeanor, and s ject to a fine of $300, to be prosecuted in any court of competent ju diction. (Act of May 21, 1890, Chap. 234, 51st Congress.)

NOTE.—The above statutes, except that relating to mail matter connected w the census, apply only to matter registered by the officers therein named at seat of government. Officers elsewhere, other than postal officers and those sons affected by the act relating to the census, must pay the fee when official ma is registered.

Sec. 1038. Registration Fee.—The fee on registered matter, domes or foreign, is fixed at 8 cents for each letter or parcel in addition the postage, both to be fully prepaid with ordinary postage stam affixed to the article registered. Two or more letters or parcels dressed to, or intended for, the same person can not be tied or oth wise fastened together and registered as one.

Sec. 1039. Registry of Letters Containing Currency for Redemption Under such regulations as the Postmaster-General may prescribe, postmasters are authorized to register in the manner prescribed by la but without payment of any registration fee, all letters containing fr tional or other currency of the United States, which shall be by th

t by mail to the Treasurer of the United States for redemption; and postmaster at the city of Washington, in the District of Columbia, ll register in like manner, without charge, all letters containing new rency returned for currency redeemed, which shall be received by from the Treasurer in sealed packages, marked with the word gister" over the official signature of the said Treasurer. (R. S., 32.)

c. 1040. Special Instructions for Registering Currency.—Whenever let- containing currency for redemption are offered for registration, tmasters will be governed by the following instructions:

. They must require the contents of every such letter to be exhibited hem, and be furnished a list, giving an accurate and detailed de- ption of the money to be remitted. In case of fractional currency, number and denomination of pieces will be sufficient; but of cur- cy of the denomination of $1 and upward, the letter, number of es, and date of each note, as well as the denomination, must be en.

. The list must be carefully examined and compared with the money e remitted, and when found to be correct will be filed in the office, e subject at all times to the inspection of proper agents of the Post- ice Department.

. The money must be inclosed and the letter sealed in the presence he postmaster, who will then give the usual registry receipt therefor.

. The letter must then be disposed of in the manner provided for er registered letters; but, for the sake of further security, the post- ster must be ready to prove beyond question in every case, by a dis- erested witness, that such letter was duly mailed in the mode pre- ibed for registered letters; otherwise, should the letter or package lost, he may be held responsible therefor.

c. 1041. Registering Remittances of Postal or Money-Order Funds.—In itting postal or money-order funds, if the same be registered, post- sters should be guided by the following directions:

. If in bulk small enough to be inclosed in a registered-package en- ope, the money should first be inclosed in a strong envelope (such the Department provides expressly for that purpose), which must securely sealed, addressed to the proper official, and placed in the istered-package envelope.

. If in coin, in bags, or in currency, in envelopes too large for in- sure in the registered-package envelope, the bag or envelope should rewrapped with strong paper, and this additional wrapper thor- ghly sealed with mucilage. A split registered-package envelope uld then be pasted thereon in such manner as to expose address and ord of transit. Failure to observe these regulations will be deemed gligence. (See section 225.)

c. 1042. Registration Records to be Kept.—The following registry rec- ls must be kept by every postmaster:

1. Registration book, showing all matter that is registered.

2. Delivery book, showing all matter received for delivery.

3. Transit book, giving a full description of all registered package and through pouches addressed to some other post-office.

No excuse will be accepted for failure to keep these records. Su plies of them may be obtained upon application to the First Assista Postmaster-General (Division of Post-Office Supplies).

Sec. 1043. Blanks, etc., to be Used.—The following blanks and envelop are also to be used by every postmaster for registration business:

1. Registry Bill, Registry Return Receipt, Registered-Package R ceipt, Registry Notice, Circular of Inquiry, Registry Quarterly Repo Requisition for Registered-Package Envelopes, Registry Deficiency R port, Registry Tracer. They may be obtained on requisition from t First Assistant Postmaster-General (Division of Supplies). (See s tion 428.)

2. Registered-package envelopes and registered-package tag env opes. Supplies of these may be had by applying to the Third Assista Postmaster-General.

3. At free-delivery offices a book, called Carrier's Delivery Book, used for the delivery of registered matter by letter-carriers.

Postmasters must not allow their supply of registered-package a tag envelopes or any of the blanks or books required in the regist business to become exhausted, but should keep themselves supplied timely requisitions.

All fourth-class postmasters will write in ink the name of their spective post-offices on each registered-package envelope received them on their requisitions, such writing to be completed without del on receipt of fresh supplies. The name of post-office and the State which located should be written on the back of each registered-packa envelope immediately above the space provided for the postmark mailing office. The writing of the name of post-office on each envelo in advance of the date of mailing will in no wise relieve fourth-cl postmasters from legibly postmarking registered package envelopes the date when actually mailed.

Sec. 1044. Use of Other than Standard Registration Forms at Large Po Offices.—Postmasters at several of the more important post-offices a permitted the use of special registration forms in connection witl system of checks and balances prescribed at such offices. Such for must never be used or changed without special authority from the Thi Assistant Postmaster-General.

PREPARATION AND DISPATCH OF REGISTERED MATTER.

Sec. 1045. Matter, how to be Presented for Registration.—Postmasters, fore receiving matter for registration, must require the sender to ha it fully, legibly, and correctly addressed, the name and address of t sender indorsed upon it, and, if letters, all the contents placed in

firmly sealed envelope, and to have affixed the necessary stamps to pay postage and fee. Postmasters and their employés are forbidden to address the matter, place the contents in the envelope, seal it, or affix the stamps. Third and fourth-class matter for registration must also be marked "THIRD-CLASS" or "FOURTH-CLASS," as the case may be, and be so wrapped as to safely bear transportation, and easily admit of examination, which the postmaster should make before registering.

(See sections 311 to 325.)

Sec. 1046. Receiving Mail Matter for Registration.—When a letter or parcel is presented for registration the postmaster will first examine it to see that the sender has complied with requirements of the preceding section, and, if such be the case, he will enter on the registration book the name and address of the sender, name of addressee, and destination of letter or parcel, registered number and date of mailing, filling out alike stub of the book and registry receipt. He will number the letter or parcel to correspond with number on stub and registry receipt, sign the receipt, separate it from the stub, and give it to the sender.

NOTE.—Postmasters will erase the word Letter or Parcel on receipt and stub, so that it will read according to the character of article registered.

Sec. 1047. Number Registered Matter and Registered Package Envelopes.—The registration book must be commenced each quarter with No. 1 and continued consecutively through the quarter, and the letters or parcels registered correspondingly numbered. Registered-package envelopes are also to be numbered consecutively, commencing each quarter with No. 1.

Sec. 1048. When matter becomes Registered.—After a receipt has been given therefor, as prescribed in preceding sections, the letter or parcel becomes registered and must be guarded with the utmost care.

Sec. 1049. Letter-Carriers not to Accept Matter for Registration.—Letter-carriers are forbidden to receive letters or parcels to be afterwards registered at the post-office.

Sec. 1050. Cancellation of Stamps, Registry Mark, and Postmark.—All stamps on registered matter must be effectually canceled, and the letter or parcel marked plainly REGISTERED, and plainly postmarked with the date of its registration.

Sec. 1051. Registered Matter to be Kept Secure.—All registered matter must be kept separate from ordinary matter, and so as to be secure from accident or theft. No unauthorized person should be permitted to have access to the place where registered matter is kept; and all persons employed in a post-office who handle registered matter must be duly sworn. The postmaster will be held accountable for all registered matter coming into his post-office.

Sec. 1052. The Registry Return Receipt.—A registry return receipt must be filled out for and accompany every domestic letter or parcel addressed to any post-office in the United States or Territories. On the face of

such receipt must be written the name of the sender, street and number or post-office box, name of post-office, county, and State. The space for stamp of post-office is reserved for post-office of delivery. On the other side must be entered date of mailing, registry number, mailing post-office and State, and address of the registered letter or parcel.

Sec. 1053. The Registry Bill.—A registry bill must be prepared to accompany the registered letter or parcel, and must, on its face, be filled out with the name of the mailing post-office, county, and State (the place for stamp is reserved for post-office of destination); on the other side, in the heading, the date of mailing, mailing post-office, post-office of destination, county, and State, number of registered-package envelope in which it is to be inclosed, and in proper columns in body of bill the registry number of letter or parcel, class, whether first, third, or fourth, name of addressee, and it must be signed and postmarked with date of actual mailing. This bill must be inclosed with the letter in the registered-package envelope, and on its arrival at destination, if contents of envelope agree with it, is to be properly signed and *returned by first mail* to the mailing postmaster. All domestic registered letters or parcels for the same post-office are to be entered on one bill and inclosed in one registered-package envelope when practicable. When this cannot be done, a separate registry bill must be made out for the contents of each registered-package envelope. Special bills in sheet form may be used by large post-offices when necessary. No blanks must be left between entries on the bill, and a diagonal line should be drawn with the pen from the last item across the bill to the place for signatures. Postmasters receiving bills with such blank spaces should fill them in by waved lines made with the pen. (See sec. 1096.)

Sec. 1054. Registered-Package Envelope.—In all cases where it is possible, registered matter must be inclosed in registered-package envelopes, which are to be used for no other purpose than to cover registered mail matter in its transmission from the receiving post-office to post-office of delivery. They must securely inclose the registered matter they convey, be plainly addressed, without abbreviation, to post-office of destination, county, and State, be distinctly numbered, and legibly postmarked with the postmark of the mailing post-office and date of mailing. Special care must be used in postmarking and sealing them. Penalty envelopes must never be used as substitutes for registered-package envelopes. Registered-package envelopes should never be sent out of the country. (See sec. 1148.)

Sec. 1055. Preparing Matter for Dispatch.—The registered letter or parcel with registry bill and registry-return receipt must be placed together in a registered-package envelope, addressed to the same post-office as the letter or parcel. The number of the registered-package envelope must then, and not before, be entered on the stubs of the registration book describing such letters and parcels as are inclosed in the envelope. In cases where registered matter is also for special delivery, the words

"FOR SPECIAL DELIVERY" must be written by the mailing-postmaster conspicuously across the registered-package envelope. The registered-package envelope must then be firmly sealed.

Sec. 1056. Responsibility for Losses Growing out of Failure to Seal Envelope.—If a registered-package envelope be dispatched from a post-office unsealed or unaddressed, and a depredation be committed on such unsealed package, which cannot be traced directly to the person committing it, the mailing postmaster may be held responsible for the loss because of his neglect of duty. Postmasters and postal clerks should report every instance of this irregularity.

Sec. 1057. Matter too Large to go in Registered-Package Envelopes.—When a registered letter or parcel of first-class matter is too bulky to be securely inclosed and sealed in a registered-package envelope, such matter, together with the registry bill and registry return receipt, must be wrapped with strong paper, and the wrapper thus made must be provided with broad flaps and thoroughly sealed in every part with mucilage. A registered-package envelope must be split open and securely gummed or sealed on the wrapper, made up as above directed, so as to expose both faces of the envelope for address and for record of transit. The same course is to be pursued for parcels of third and fourth class matter too large for inclosure in registered-package envelopes where the postmaster has suffered his supply of registered-package tag envelopes to become exhausted.

Sec. 1058. Registered-Package Tag Envelope.—Where registered parcels of third and fourth class matter are too large for inclosures in registered-package envelopes, postmasters should use registered-package tag envelopes, in which must be placed the registry return receipt and registry bill. Each parcel should have a separate tag. The tag envelope should be attached to the registered parcel, invariably on the address side, by passing a stout twine around the tag and then through the eyelet holes, when it should be knotted loosely and then tied firmly about the parcel or at the cross fastenings of the parcel. Samples showing the manner of tying are furnished by the Department, one of which should be posted up in every post-office. Postmasters should promptly report to the Third Assistant Postmaster-General all cases where tags are not tied according to the samples furnished.

Registered-package tag envelopes should be addressed, indorsed, and preserved on file, the same as registered-package envelopes, and should be numbered in the series with them. The tags should never be used on sealed matter or on parcels which can be inclosed in registered-package envelopes.

Postal officers will refasten any tag envelopes torn off or damaged in transit by tying firmly across the tag and reattaching to parcel.

Sec. 1059. Registered-Package Receipt.—After a registered package has been made up for dispatch, a registered-package receipt (except in cases where billed in registered pouches or hand-to-hand receipts on books

can be taken) must be filled out in the manner described in the follow ing section, and sent in the same pouch with the registered packag but tied on top of the bundle of letters which is first to be handled b the official receiving the same. The pouch must be locked, and the loc tried to ascertain if it has been securely fastened. Registered matte and registered-package receipts must never be inclosed in a newspape or tie sack.

Sec. 1060. Making out Registered-Package Receipts.—Postmasters an postal clerks, in making out and returning registered-package receipts will be governed by the following directions:

1. The sending official will fill the blanks provided for the return ad dress, and then, on the reverse side of the card, will enter, in the col umn arranged for the purpose, a description of the packages dispatched, writing the letter "R" for ordinary registered packages, and the letter "S" for packages of stamps, stamped envelopes, or postal cards. The numbers of packages, the name and date of postmark of the mailing office, and the office of address must also be written in, and the receipt must be postmarked at the lower left-hand corner with date of its dispatch.

2. The page of the postmaster's or postal clerk's record may also be entered in the space provided therefor.

3. Transit packages, as well as packages of local origin, are to be entered on the same receipt.

4. No blanks should be left between the entries where there are two or more items on a receipt; and after the last entry a diagonal line should be drawn with the pen from the left of the card to the lower right-hand corner.

5. If blank lines or spaces should, in violation of these rules, be left on the receipt by the dispatching official, the receiver should fill them with waved lines made with the pen before returning it. Every such case should be promptly reported to the Third Assistant Postmaster-General.

Sec. 1061. Manner of Signing Receipts by Subordinates.—When a subordinate in a post-office receipts for registered matter, he should not sign in his own name, but as follows: "——— ———, P. M., by ——— ———, Ass't P. M., or Clerk." When the postmaster signs his own name it must be written. When signed by a subordinate the postmaster's name may be written or stamped, but the signature of the assistant postmaster or clerk must be in writing.

Sec. 1062. Prompt Return of Receipts and Bills.—Where registered-package receipts or registered bills are not promptly signed and returned the delinquent office will be exposed to suspicion. Repeated failures to make prompt return will be deemed ground for removal.

Sec. 1063. Hand-to-Hand Receipts where Practicable.—At every office on railway postal-car lines, where it is uniformly practicable, registered packages may be delivered by the postmaster direct to the postal clerk,

s receipt obtained at once for them. In such cases the packages—
ɔcal and transit—shall be recorded and the receipt taken on the
; book.

ɛss hand-to-hand receipts can invariably be obtained, and the ex-
ɛ of receipts between postmaster and postal clerk is reciprocal,
ɡnature of the postal clerk should be obtained on the registered-
ɡe card receipt and not upon the transit book.

1064. Registered Matter on Night Trains.—From post-offices on rail-
where there is local railway mail service performed by day,
ɛred matter must not be dispatched at night, except where hand-
d receipts can be given by postal clerks.

1065. When Registered Matter may be Sent in Closed Pouches by other Railway Post-Office Trains.—Postmasters at offices located on rail-
r steamboat lines on which there is closed-pouch service only
ıpecial orders for the interchange of mail matter with each other.
ɛered packages will be exchanged between offices so located in
ıther pouches that contain the ordinary letter mail, registered
ge receipts to be prepared and signed, and records kept as pre-
d in sections 1060, 1075, 1076 and 1079. Where it is possible the
it of registered packages in the mail pouch and the removal there-
should be witnessed on the transit book by two postal employés.
tered packages must never be sent in closed pouches by express
over railways provided with railway post-office service.

1066. Registered Matter not to be Tied with Ordinary Mail Matter.—
ıasters must not wrap or tie registered packages with ordinary
ıatter, but should place them separately in the mail pouch, so that
presence can be observed at once by the person opening the

1067. Registered Packages for Dispatch in Catcher Pouches.—Postmas-
t offices using catcher pouches will so place registered packages
ɜpatch therein that when the pouch is strapped in the middle and
for catching, bottom upward, the registered packages will rest at
outh of the pouch, thus avoiding the direct contact of the postal-
ail-catcher at the middle of the pouch.

1068. Mail-Carriers not to Handle or Receipt for Matter.—Under no
ıstances may a registered package be intrusted to a mail-carrier
ıail messenger, outside of the locked pouch, nor should an iron-
ɔouch or a brass-lock pouch containing registered matter be in-
ɛd to any but a mail-carrier, mail messenger, or a sworn officer or
ıyé of the postal service. Mail-carriers and mail messengers are
ɛrmitted to receipt for registered matter inclosed in pouches which
ɛlivered into their custody.

1069. Certifying to Proper Dispatch of Matter.—The postmaster,
ɜputy, or a duly qualified clerk must be prepared at any time to
affidavit that any particular registered package was either given
employé of the Railway Mail Service or left the post-office in a

pouch properly locked and labeled, and was sent by the proper route. In all cases where practicable two persons should be present at the mailing of a registered package and be prepared to testify as above in case it should be required.

Sec. 1070. Matter from Distant Post-Offices.—Postmasters at post-offices located on star routes at any distance from a railway or steamboat line should never send registered matter in through pouches to the postal clerk, even though ordinary mail be so sent. Such registered matter must be sent in the regular way, pouch to be examined, recorded, and receipted for at intermediate post-offices, and delivered or pouched to the postal clerk by the postmaster at the junction post-office connecting with the railway or steamboat line. Postmasters located on railroad or steamboat routes having a closed-pouch service only should place through registered mail in pouches labeled to post-offices at terminals of such closed-pouch routes or to junction post-offices on such routes connecting with railway post-offices. The rule requiring that through registered mail shall be handled and recorded at junction post-offices as described in this section must be strictly complied with unless an exception for special reasons is authorized by the Third Assistant Postmaster-General.

Sec. 1071. Matter not to be Sent Direct over Railway Mail Routes.—In no case must a postmaster dispatch a registered package in an iron-lock through pouch labeled to a post-office over a route upon which there is railway mail service. Registered matter on such routes must be held for the railway post-office, and pouched or delivered to the postal clerk in charge.

Sec. 1072. Packages must be Sent by the Most Secure Route.—Postmasters on star routes must dispatch registered packages by the most secure route, and endeavor, especially when they have to be sent long distances, to have them reach a railway post-office or registered pouch office as soon as possible, even though such registered packages traverse a longer distance by railway post-office to destination than that taken by ordinary mail matter over star routes.

For list of inner-sack and through registered-pouch offices, see the latest Official Postal Guide.

Sec. 1073. Postmasters must Observe the Registry Schemes.—When registry schemes and schedules of routes and times for the dispatch of registered matter are furnished to postmasters by the General Superintendent or Division Superintendent of Railway Mail Service, they will comply with such schemes and schedules until otherwise specially directed. When postmasters observe changes which, in their opinion, should be included in the standing schemes, they will submit the same for approval to the Division Superintendent.

Sec. 1074. Packages to be Dispatched over Star Route in the Way Pouch.—Registered packages from post-offices on star routes must never be placed in iron-lock through pouches labeled so as to pass intermediate

offices without opening. All registered packages on a star route must be placed in a way pouch and be treated as required by section 1074 at each way post-office on the route of transmission.

Registered packages passing between authorized brass-lock exchange offices are specially excepted from such requirements.

TREATMENT OF REGISTERED PACKAGES RECEIVED.

Sec. 1075. **Receiving Packages in Pouches.**—Every postmaster or postal clerk opening a pouch and finding registered packages therein will sign the registered package receipt, erasing the word "postmaster" or "postal clerk," so that his official title will be properly stated, and will write, in words, within the rectangle after his signature, the total number of packages described in the receipt and received by him. If any of the packages are in bad order, he must note the fact on the receipt as well as on the package, postmark the card on the address side, and return as addressed without postage or cover of an envelope by the next mail. Before signing a registered-package receipt the postmaster or postal clerk should correct any errors there may be in it, and also note upon it any irregularities he may observe in connection with the package. If no receipt accompanies the registered package, the receiving postmaster or postal clerk should himself fill up, sign, and return one without delay.

Sec. 1076. **Packages in Transit.**—If a postmaster, upon opening a way pouch, finds inclosed registered packages addressed to offices beyond his own, he must sign and return the accompanying package receipt and indorse the package as directed in the preceding section. He will then fill up a new package receipt, inserting the name of his own post-office and describing all the transit and other registered packages to be dispatched. The packages, after being properly recorded, must then be deposited in the pouch, with the receipt, which must be tied on top of the bundle of letters destined for the next office on the route, and sent forward by the same mail.

Transit registered mail matter must not be delayed from one mail to another, unless such delay is unavoidable.

Sec. 1077. **Transit and other Packages on Star Routes.**—From the packages and package receipts the postmaster must make the proper entry in the transit book. He may also record in such book all registered packages to be dispatched from his own office.

Sec. 1078. **Continuous Examination, Record, and System of Receipts.**—The process of examination, indorsement, record, filling out package receipts anew, and depositing in pouch must be repeated by every postmaster opening the pouch until it reaches its destination.

Sec. 1079. **Transit Book.**—Postmasters at all offices where pouches containing mail matter for other offices are opened, must enter immediately after arrival on their transit books a full statement (as per heading of

columns) of every registered package, through-registered pouch, or inner-registered sack passing through their offices, showing particulars of arrival and disposal of each package, pouch, or sack. They may also record in such book all registered packages or registered pouches originating at their own offices for dispatch by star route or for hand-to-hand delivery to postal clerks. They must at all times be prepared to make prompt reply to any inquiry concerning such registered packages or pouches. This transit book must be carefully preserved in good order and be at all times open to the inspection of post-office inspectors. At large offices other arrangements as to the transit book may be specially authorized.

Sec. 1080. Matter in Pouches with Defective Locks.—Whenever a postmaster is compelled to pass a way pouch unopened to the next office on the route, as directed in sections 859 and 860, he should make a note upon his transit book, stating the fact, the cause, and the date, and advise the postmaster to whom the pouch is forwarded. When the pouch that has been so passed is received and opened, the receiving postmaster will retain the registered matter for the office or offices passed and enter it upon his transit book. If the pouch has been passed to him for the reasons stated in section 859, he shall retain such matter until he is advised that a new key has been received at the office passed. If the pouch was passed for the reasons stated in section 860, he will return the registered matter for the office passed in the first locked pouch sent to that office.

Sec. 1081. Indorsing Packages.—When a postmaster or railway postal clerk signs a receipt for a registered package, he will carefully examine the package and indorse upon it, in the spaces provided therefor, the date of its receipt, the name of his post-office or railway post-office and his signature. In the spaces provided therefor he will enter a statement of the facts whenever a package is in bad condition. The absence of remark in the space marked "CONDITION" will be deemed a certification that the article was in good condition. Whenever registered packages are in bad condition the facts should be stated by the indorsing official on the registered-package receipt and other records.

Sec. 1082. Checking Return of Receipts and Bills.—On the return of a registered-package receipt and registry bill, the postmaster will *at once* note the date of their return on the stub of the registration book, and file them for future reference.

Sec. 1083. Failure to Return Registered Package Receipt.—In case a registered-package receipt is not promptly returned by the postmaster or postal clerk to whom it was sent with the package, the postmaster who sent it must fill out and send a duplicate, noting date of such duplicate on registration book. Failure to return either original or duplicate receipt in due season must be reported to the Third Assistant Postmaster-General. Delay in returning registered-package receipts will be treated as a serious delinquency.

Sec. 1084. Failure to Return Registry Bill.—In case the registry bill fails o come back to the mailing post-office in reasonable time, which should ot extend beyond the arrival of the second return mail, a circular of ıquiry for registered matter, giving particulars of the package and its ɔntents, must be sent to the post-office to which the registered package as addressed, and the date of mailing such circular must be entered ı the proper place on stub of registration book. Failure to return regıtry bills in due time is a grave neglect of duty, and must be reported y every postal officer who observes it.

Sec. 1085. Circular of Inquiry Returned Indorsed "Not Received."—If the ircular of inquiry is returned stating that the registered package has ot reached its destination, or if the circular is not received by the hird return mail at the latest, a full report of the case must be made o the Chief Post-Office Inspector, Washington, D. C., for investigation, ınd also to the inspector in charge of the division in which the postoffice is situated. (See section 28.)

Sec. 1086. Misdirected Packages; how Treated.—Misdirected registered packages, unaddressed packages, or packages addressed to a place not a post-office, not including cases covered by section 1088, must be returned to the mailing office for better direction. The postmaster detecting the error must indorse the package "RETURNED FOR BETTER DIRECTION," place it under cover of a regularly numbered registered-package envelope, duly postmarked, and send it addressed to the mailing post-office, making due note of the fact on his transit book. In cases where, from absence or illegibility of postmarks, or from any other cause, it is impossible for the postmaster receiving such misdirected or unaddressed package to ascertain the office of mailing, he must send the package with a letter of advice, registered, to the Third Assistant Postmaster-General, making the proper entry on the transit book.

A package plainly addressed to a post-office in operation must not be delayed simply because it is not postmarked, or some simple irregularity is noted in connection with it. Registered packages in transit or addressed to another post-office must not be opened.

Sec. 1087. Missent Packages.—Where a registered package is missent to a post-office, the address on the same being plain or its true destination manifest, the postmaster must make proper entry of the same on his transit book, and dispatch the package to its address by the nearest route.

Sec. 1088. Misdirected Postage-Stamp Packages, etc.—Postmasters on receiving or handling in transit a registered package of stamps, envelopes or postal cards, bearing an incorrect or imperfect address, should hold the package and at once notify the Third Assistant Postmaster-General, giving the registered number, date of postmark, and full address of the package, and await instructions in regard to its dis-

posal. When the package is forwarded under instructions thus received, the proper entry of it should be made on the transit book.

Sec. 1089. Packages Found in Bad Order or Damaged in Transit.—In case a registered package is improperly opened, or becomes damaged, it must be placed in a new registered-package envelope at the post-office where the injury occurs or is discovered; or, when damaged in the hands of a railway postal clerk, at the post-office at the terminus of his route. The original registered-package envelope must not be removed; but, before inclosed in the new one, it must be indorsed with a statement of its exact condition, and signed by the postmaster or railway postal clerk from whom received. The new registered-package envelope must bear the address, registry number, and name of the post-office of origin, and also the postmark of the post-office at which the package is reënveloped. The fact of reinclosure must be noted on the transit book. Railway postal clerks finding in their offices registered packages in bad order or damaged must deliver them to the postmaster at the terminal post-office for treatment as prescribed in this section. (See section 1091.) Where such damaged package, being too large for inclosure in a registered-package envelope, has been put up as prescribed in section 1058, it must be rewrapped and sealed in the same manner as was originally done, readdressed, and otherwise treated as above prescribed.

Sec. 1090. Damaged Packages having Tag Envelopes Attached.—Where registered parcels of third or fourth class matter, too large for inclosure in registered package envelopes, are so badly damaged in transit as to endanger the contents, such parcels must be rewrapped and treated as prescribed in the preceding section, except that the tag envelopes should be detached before rewrapping, and the facts of the damage and of the placing under cover indorsed on the tag, after which it should again be attached to the parcel.

Sec. 1091. Postage-Stamp Packages Damaged in Transit.—Registered packages of postage stamps, stamped envelopes, or postal cards, damaged in transit, must be securely rewrapped and sealed by the postmaster discovering the damage, or at the terminal post-office to which such matter is delivered by railway postal clerks. After indorsing the package, as provided in section 1088, the postmaster will attach to it a label, "REGISTERED POSTAGE-STAMP PACKAGE," "POSTAL-CARD PACKAGE," or "STAMPED ENVELOPE PACKAGE," as the case may be; will mark the original address and registry number on the wrapper indorsed as follows: "PLACED UNDER COVER AT ——— POST-OFFICE, ———, 18—." He will then enter the package upon the transit book, send it to its destination, noting the fact of its being damaged and placed under cover, and make a full report of the facts to the Third Assistant Postmaster-General.

Sec. 1092. Postmasters to Receive Matter from Railway Postal Clerks.—Postmasters at terminal offices of routes on which there is railway mail

service must at all times be prepared to receive and properly receipt for registered matter brought to their offices by railway postal clerks. No delay of trains or unseasonable hours of arrival will authorize a deviation from this regulation.

MATTER RECEIVED FOR DELIVERY.

Sec. 1093. **Receiving Matter at a Post-Office for Delivery.**—On the opening of a pouch, if a registered package addressed to the postmaster is found in the pouch, the registered-package receipt must first be signed and returned, as required in section 1075. The registered package will then be opened by cutting the end with the point of a knife, so as not to detach the end of the envelope. The initials of the opener will be marked on the registered-package envelope, and the addresses, etc., of the registered letters or parcels contained therein compared with the entries on the registry bill. If these are found to correspond, the postmaster will examine the letters or parcels as to their condition, postmark them on the back, enter them at once on the delivery book in the order in which they appear on the registry bill, giving date of arrival, the number and postmark of the registered package, and the number and addresses of the registered letters or parcels, and attach the return receipts to the letters or parcels by bands or thread. The registry bill is then to be signed, postmarked in the proper place with the date when it leaves the office, and remailed without cover by next mail. Postmasters receiving registered stamp packages, postal-card packages, or envelope packages, addressed to their post-offices, must enter such packages on the delivery book and sign for them in delivery column.

Sec. 1094. **Matter found among Ordinary Mail Matter.**—Matter which has once been registered can never lose its character as such until it has been delivered to the rightful owner. When a postmaster discovers any registered letter or parcel among ordinary mail matter, he must enter it upon his delivery book, and treat it as a registered piece. If the registered letter or parcel is addressed to his own post-office, he will deliver it to the person for whom it was intended, and if addressed to another post-office he will re-register and inclose it in a registered-package envelope and forward it, and in each case immediately report all the facts to the Third Assistant Postmaster-General. When an official envelope has been wrongfully used in place of a registered-package envelope, the postmaster will send the envelope, with a report of the case, to the Third Assistant Postmaster-General.

Sec. 1095. **Envelope with only Receipt Cards Inclosed.**—If a registered-package envelope arrives at an office with only a registry bill and return receipt inclosed, the postmaster will ascertain if the letter or parcel to which bill and receipt refer has been received in the ordinary mail, in which case he will, if practicable, obtain the receipt of the addressee for it on the delivery book and the return receipt—the bill and receipt after signature being returned to the sending office. The case should

also be reported to the Third Assistant Postmaster-General. In case the missing letter or parcel has not been received by the addressee, the matter must be reported to the Chief Post-Office Inspector without delay.

Sec. 1096. Omissions on Registry Bill and Return Receipt to be Supplied.—If the sending postmaster has failed to properly fill up his registry bill or registry-return receipt, the receiving postmaster must supply the omission. Before returning the registry bill he will note any error or irregularity thereon under his signature.

Sec. 1097. Failure to Send Registry Bill or Registry-Return Receipt.—If, on opening a registered package, no bill is found, the receiving postmaster must fill out a bill and indorse it NO BILL RECEIVED, sign it, address it properly, postmark it, and send it without cover to the mailing post-office. If no registry-return receipt accompanies a registered letter or parcel, the postmaster opening the package must fill one out, attach it to the letter or parcel, and mail it to the sender when signed. A report of every such case must be made to the Third Assistant Postmaster-General.

Sec. 1098. Treatment of Letters Arriving in Bad Order.—If on opening a registered package a registered letter is found in bad order, the postmaster will indorse the letter, "RECEIVED IN BAD ORDER," and sign his name. He will then inclose it in an ordinary official envelope, seal the envelope, and address it to the person to whom the registered letter is addressed, indorsing on the envelope, "HAVE THIS EXAMINED ON DELIVERY," and make proper entry thereof on the delivery book. On delivery of this letter the addressee should be requested to open it in presence of the postmaster, delivery clerk, or letter-carrier, and if there should be any of its contents missing, the original envelope of the letter should be obtained from the addressee, with his indorsement thereon as to the deficiency; and this envelope, with the registered-package envelope, should be sent with a full report of the facts to the Chief Post-Office Inspector for investigation.

Sec. 1099. Letters Found Unsealed.—If a registered letter arrive unsealed, the postmaster will indorse it "RECEIVED UNSEALED," and sign his name, then place it in an official envelope, and deliver it as directed in the preceding section, obtaining from the addressee the original envelope of the letter, with the indorsement of the addressee thereon, stating whether the contents are correct or incorrect. If the contents are found correct, a report must be made of the case to the Third Assistant Postmaster-General, accompanied with the envelope. If incorrect, the case should be reported and the envelope of the letter and the registered-package envelope sent to the Chief Post-Office Inspector.

Sec. 1100. Matter Found Without Cover in Registered-Package Envelopes.—If a registered-package envelope is found to contain money or other registered matter, without other envelope, the receiving postmaster will note all particulars on the registered-package envelope, and

have the same signed by two witnesses, if practicable. If the inclosure be a postal or money-order remittance, the postmaster will receipt for the same. If the contents unmistakably indicate the name and address of the person for whom they are intended, they may be carefully sealed in an official envelope, addressed, and delivered as prescribed in section 1098, and a full report of the case made to the Third Assistant Postmaster-General. When the postmaster is in doubt as to the ownership of the matter he will await instructions from the Department.

Sec. 1101. **Registered-Package Envelopes Empty when Opened.**—If on opening a registered-package envelope neither registry bill, return receipt, nor registered pieces are found, the receiving postmaster will at once make note of the facts on the registered-package envelope. The sending post-office will be ascertained from the postmark on this envelope, the postmaster at which office will be advised of the facts, and a full report of the case will be made to the Chief Post-Office Inspector, and also to the Third Assistant Postmaster-General.

Sec. 1102. **Entries; how made in Delivery Book.**—Entry of registered letters and parcels must be made upon the delivery book in the same order as upon the accompanying registry bills, and immediately after the registered-package envelopes containing them are cut open.

Sec. 1103. **Missent Letters or Parcels Received.**—If on opening a registered package addressed to his post-office a postmaster finds a registered letter or parcel inclosed addressed to another post office, he will indorse the bill "MISSENT," sign and remail it, file the registered-package envelope, and enter the letter or parcel on his delivery book, making a note in delivery column "MISSENT AND FORWARDED," re-register it free, and forward it to its proper destination.

Sec. 1104. **Misdirected Letters or Parcels; how Treated.**—If on opening a registered package addressed to his office a postmaster should find inclosed an unaddressed or misdirected letter or parcel, or one addressed to a place not a post-office, he must make entry of such letter or parcel on his delivery book, make the note "RETURNED FOR PROPER DIRECTION," in the delivery column, giving the date, re-register and return it to the mailing office. If the postmark on the letter or parcel be illegible, or the name of the mailing office can not be otherwise ascertained, the matter should be registered and sent, with a letter of advice, to the Dead Letter Office, and the proper entry thereof made in delivery book.

Sec. 1105. **Forwarding Matter.**—All registered matter may be forwarded upon the written request of the party addressed without additional charge for registry fee. Matter prepaid at first-class rates should be forwarded without additional charge for postage; but all other registered matter when forwarded is subject to an additional charge for postage at the same rate as if originally mailed at the office so forwarding the same, and the postmaster forwarding such matter shall indorse thereon "POSTAGE DUE FOR FORWARDING — CENTS;" and it shall be

the duty of the postmaster at the office of final delivery to affix thereto postage-due stamps sufficient to cover the deficient postage, and in all cases collect the same before delivery. If the party addressed should refuse to pay such additional postage, the matter must be disposed of as REFUSED. (See section 1126.) In all cases where registered matter is forwarded, the postmaster must make an entry of it on his delivery book, and in the delivery column thereof make a memorandum showing when and where forwarded. He must alter the address of the registered letter or parcel as to destination only, and indorse it "FORWARDED." It must then be entered in registration book as if mailed at his post-office, numbered anew, and forwarded in a registered-package envelope, with a registry bill, and the original return receipt. The order for forwarding or returning must be filed as a voucher. No order for forwarding should be recognized unless signed by the addressee of the matter, or by some person specially authorized in writing by the addressee to control such matter. In cases of emergency, however, telegraphic orders may be recognized, where the postmaster is satisfied that no fraud is intended.

If postage stamps or money sufficient to pay the postage for forwarding should be furnished by the party addressed, the postmaster at the forwarding office must affix to the matter forwarded the necessary stamps, and cancel them, the same as if the letter or parcel had been originally mailed at his office; but postmasters must not refuse to forward mail matter because the postage for forwarding does not accompany the request to forward.

All registered first-class matter and matter in penalty envelopes may be reforwarded as often as the addressee may order.

Sec. 1106. Registry Fee not Prepaid is not to be Collected at Office of Delivery.—If any registered matter on which a fee is chargeable shall, by inadvertence or neglect of the mailing postmaster, or from any cause, be dispatched without full prepayment of postage and registry fee, the postmaster at the office of destination shall collect from the party addressed, when the matter is delivered, the amount of postage that may be due. The amount due as deficiency in the registry fee will be collected by the Department from the delinquent postmaster as a penalty for his neglect, upon receipt of report from the postmaster at the office of destination. Such reports should be made weekly to the Third Assistant Postmaster-General, and should state the number and weight of the letter or parcel, the date of mailing, the post-office of origin, and the amount of the deficiency in each case.

The following rules will render the postmaster's duty plain in such cases:

1. If the letter or parcel should arrive at destination bearing no stamps whatever, the postmaster will rate up the postage, but not the registry fee, at double rates, and collect the same from the party addressed before delivering the matter. The case will be reported by the

postmaster in his weekly report to the Third Assistant Postmaster-General, who will require payment of the registry fee by the sending postmaster.

2. If the letter or parcel should arrive at destination partially prepaid, the postmaster will rate up the deficiency in postage (not at double rates, however) and collect the same from the party addressed. The deficiency in fee will be collected by the Third Assistant Postmaster-General, as in the preceding case, upon report of the facts by the postmaster in his weekly report.

3. In ascertaining the amount of deficiency on a registered letter or parcel arriving at destination partially prepaid, the postmaster must regard the stamps which he finds attached to the matter as having been intended by the sender, first, to pay the postage, and then, if there be any surplus, to go to the payment of the registry fee. The following illustrations will render the application of this rule easy: If the matter on which the deficiency exists be a single-rate letter bearing 5 cents in stamps, 2 cents must be credited to postage and 3 cents to registry fee, leaving a deficiency of 5 cents in the fee to be collected by the Department from the sending postmaster when report of the case is received. If the letter be a double-rate letter, 4 cents must be credited to postage and 1 cent to the registry fee, leaving a deficiency of 7 cents in fee. If the letter require three rates, the whole 5 cents must be credited to postage, leaving a deficiency of 1 cent in postage to be collected by the postmaster from the party addressed, and 8 cents deficiency in fee, to be collected by the Department from the sending postmaster.

4. In collecting deficient postage in any case from the party addressed, the postmaster must make use of postage-due stamps requiring payment of the deficiency in money.

5. If the addressee should refuse to receive registered matter under these provisions, it must be held as required by section 1126, stamped "REFUSED," and when returned to the mailing post-office a report, showing the entire amount of deficiency involved, should be made to the Third Assistant Postmaster-General (Division of Registration).

Sec. 1107. **Registry Notices to be Sent.**—Immediately on receipt of a registered letter or parcel at a post-office (not a free-delivery office), the postmaster must notify the addressee of its arrival, using for that purpose a "REGISTRY NOTICE," which notice must be placed in the general delivery or the addressee's post-office box, as may be proper, and delivered to the addressee in the same manner as ordinary mail matter. If the registered letter or parcel be not delivered within three days, a second notice must be sent, the notice and registered article to be marked "SECOND NOTICE."

Sec. 1108. **Delivery at Letter-Carrier Offices.**—At free-delivery offices registration notices for all registered pieces not clearly for carriers' routes should be promptly and invariably deposited, without cover of envelopes, in boxes or in the general delivery. The clerk assorting and de-

positing notices should postmark the day of the month, and in post-offices where stamps have been provided therefor, the hour, when distribution is made. This requirement should be additional to other methods for ascertaining the correct delivery for such registered pieces. At such offices, when the postmaster finds it necessary to send registration notices to guests at hotels, or whenever for any special reason it is desirable to send registration notices by carriers to business places or residences, the registration notices must be prepared by a registry clerk, and after being postmarked or dated, sent from the office under cover of sealed penalty envelopes.

Sec. 1109. Delivery of Letter or Parcel.—On application for a registered letter or parcel, the applicant proving to be the proper person to receive it, the postmaster will require signature to be given on the delivery book; also on the return-registry receipt which accompanies the registered letter or parcel, and will then deliver the letter or parcel.

Sec. 1110. Receipt to be Taken upon Delivery of Matter.—A receipt shall be taken upon the delivery of any registered mail matter, showing to whom and when the same was delivered, which shall be returned to the sender, and be received in the courts as prima facie evidence of such delivery. (R. S., § 3928.)

Sec. 1111. Delivery of Matter by Carriers.—Postmasters at free-delivery post-offices must, unless requested to the contrary by addressees, deliver through the carriers all registered letters and parcels addressed to street and number, or to parties whose street address is given in the city directory. If the addressee is a box-holder all of his registered mail should be held for desk delivery, unless he has specially requested such matters to be delivered by carrier. Carriers are required to deliver all registered letters and parcels where the persons addressed usually receive their mail by carriers. Registered matter of the third and fourth classes must have preference over unregistered matter of such classes in delivery. Weight or bulk of registered matter will not excuse a carrier for not making delivery.

Carriers should receipt for registered letters and parcels on the delivery book or otherwise when specially directed by the Department.

NOTE.—Desk deliveries of registered matter should be encouraged by postmasters where satisfactory to business patrons of the registry system, especially where the number of registered pieces to be delivered is considerable, or where such pieces are known to be of considerable value.

Sec. 1112. Name of Carrier Delivering Matter must Appear.—Carriers' delivery books must show the name of the carrier who delivers each registered letter or parcel. Carriers must enter in such books with ink the numbers of the letters or parcels, the names of addressees, and, when in care of another, the street and number, except in the cases of well-known persons, corporations, or firms. For convenience in signing by agents and others than addressees, carriers should devote two lines to each entry in their delivery books. In delivering registered matter carriers must take receipts on both delivery book and registry

return receipts. Wherever it is possible signatures should be in ink or indelible pencil.

Sec. 1113. Care in Delivery—Identification of Addressee.—Registered letters or parcels must in no case be delivered to any person but the addressee, or on his written order. Identification should be required when the applicant is unknown, and written orders should be verified and placed on file. These orders may be for the delivery of a specific letter or parcel, or for all registered matter addressed to the person giving the order. All general orders should be complied with by the postmaster until countermanded in writing.

The sender of a registered article may by an indorsement upon its envelope or wrapper, restrict its delivery to the addressee in person, in which case delivery must be made to no other.

Sec. 1114. Registered Special-Delivery Letters.—At free-delivery offices registered letters for special delivery should be intrusted only to adult employés of a post-office, or, if this be not practicable, only to messengers of undoubted discretion and good judgment. There is, of course, no objection to the postmaster himself making the delivery where he can do so.

Sec. 1115. Responsibility for Wrong Delivery.—Postmasters are, as a general rule, responsible to the persons to whom registered matter is addressed for a wrong delivery thereof, and therefore, for their own protection, must exercise the greatest care to ascertain the proper persons to receive it.

Sec. 1116. Deposit and Examination of Carriers' Books, etc.—At free-delivery offices carriers should invariably deposit their delivery books and registry-return receipts in the post-office after their last delivery trip, which books and receipts should be examined and checked by the proper post-office employé.

Carriers should make as frequent trials to deliver registered pieces during each day as their arrangement of trips will permit. At each trial they should enter on the face of the letters or parcels the reasons for non-delivery, their initials, and the number of the district. Whenever on any day the efforts to deliver have proved unsuccessful, the carrier will return the undelivered registered matter to the proper post-office employé, who will receipt for the same on the carrier's delivery book and in his presence. All letters and parcels as often as returned by carriers will be reëntered on the post-office delivery book, and as often as taken from post-office for further trial will be receipted for by carriers, who will make proper reëntries in their delivery books. Carriers are not permitted to transfer the delivery of registered letters among themselves, but such transfers, when necessary, must be made by passing receipts through the proper post-office employé.

Sec. 1117. Proper Signature Required.—When registered matter is delivered to a person other than the addressee, the names of both addressee and recipient must be signed by the latter on both the delivery book and the registry-return receipt. In signing the return receipt in

any such case, the character of the connection or relationship between the recipient and the addressee should be stated: *e. g.*, "Clerk," "Agent," "Messenger," etc.

Sec. 1118. Registry-Return Receipt to be Remailed to the Sender.—As soon as any registered matter has been delivered and the registry-return receipt therefor has been properly signed, the receipt must be postmarked with date of delivery (which is also the mailing postmark) and sent by next mail, without cover of an envelope, to the address of the sender.

Sec. 1119. Delivery of Matter when the Addressee is Dead.—If it be made to appear to the postmaster at the office of destination that the person to whom a registered letter or parcel is addressed is dead, the same may be delivered to the legal representative of the deceased, that is, to his executor, administrator, or other person appointed by the court to take charge of the effects of the deceased, on satisfactory proof of the official character of such representative. If there be no such legal representative, and the letter or parcel be of domestic origin and contain a return request, the postmaster will return the same to the sender, as prescribed in section 1126. If the letter or parcel be of domestic origin and bear no return request, and be claimed by relatives of the deceased, the postmaster will notify the mailing office that the addressee is reported to be dead, giving in the notice the number of the letter or parcel, date and office of mailing, name of sender and address, and stating that the matter is held subject to the sender's direction as to delivery. The postmaster of the mailing office shall thereupon immediately notify the sender by mail of the facts reported from office of destination, and the sender may in writing direct the disposal to be made of the letter or parcel. Such direction with the signature of the sender identified by the mailing postmaster, shall be forwarded upon sender's paying postage thereon to the postmaster at whose office the registered matter remains, and the same shall be delivered or returned in accordance therewith. If no such direction be received after notice has been given, or if the matter be of foreign origin and there be no executor or administrator to whom the same may be delivered, and it be claimed by relatives of the addressee, the postmaster will immediately report all the facts to the Third Assistant Postmaster-General, and await instructions from the Department.

Sec. 1120. Disposal of Matter addressed to a Person who is Insane.—Registered matter addressed to a person who has been judicially declared by competent authority to be insane, may be delivered to the person appointed by the proper tribunal to have charge of his estate. If there be no such person, the matter should be retained, and the same action taken as that required by the preceding section.

NOTE.—Reference is here made to section 522 and following of these regulations, concerning the delivery of ordinary mail matter, which will govern in all cases where there can be no question as to their applicability to registered matter, the requirements of sections 1109 and 1113 being always borne in mind.

Sec. 1121. Mail Matter not Subject to Attachment or Garnishment.—A registered letter or parcel, or any mail matter, is not subject to attachment, garnishment, trustee process, or levy upon execution, while in the hands of a postmaster or postal employé, after deposit in a post-office and before delivery to the person addressed. It is deemed, while in possession of the officials of the postal service, to be in the custody of the law. Postmasters, railway postal clerks, and letter-carriers will therefore refuse to give up registered or other mail matter in their possession, upon the demand of sheriffs or constables presenting legal process and seeking to levy on such mail matter in postal custody. They will make answer to any garnishee or similar process served upon them for reaching such mail matter, setting forth their official character, and that the mail matter came to their hands, according to the facts, by virtue of their official authority, and was delivered or transmitted in accordance with their duty in respect thereto. Postmasters are especially cautioned against withholding the delivery of registered matter in order to compel the payment of debts due them from the addressees.

RETURN OR RECALL OF REGISTERED MATTER.

Sec. 1122. Order for Return, Marked Fraudulent.—The Postmaster-General may, upon evidence satisfactory to him that any person is engaged in conducting any fraudulent lottery, gift enterprise, or scheme for the distribution of money or of any real or personal property, by lot, chance, or drawing of any kind, or in conducting any other scheme or device for obtaining money through the mails by means of false or fraudulent pretenses, representations, or promises, instruct postmasters at any post-offices at which registered letters arrive directed to any such person to return all such registered letters to the postmasters at the offices at which they were originally mailed, with the word "fraudulent" plainly written or stamped upon the outside of such letters; and all such letters so returned to such postmasters shall be by them returned to the writers thereof, under such regulations as the Postmaster-General may prescribe. But nothing contained in this title shall be so construed as to authorize any postmaster or other person to open any letter not addressed to himself. (R. S., § 3929.)

Sec. 1123. Matter not to be Treated as "Fraudulent" without Express Order.—Registered matter is not to be marked "FRAUDULENT" and returned to sender by any postmaster, unless he has express order directed to the postmaster at his office, from the Postmaster-General, instructing him to make such disposal of the letters to such address. An order directed to the postmaster at one post-office to return registered letters as fraudulent does not authorize the postmaster at another office to take similar action upon letters arriving at his office addressed to the same persons or concerns. The order is not general to all postmasters, but special to particular postmasters.

Sec. 1124. Fraudulent Matter to be Returned without Charge of Postage or Fee.—Registered matter fully prepaid at first-class rates, the return of which has been ordered under section 1122, shall be returned without additional charge for postage or registry fee, and be restored to the sender upon being properly receipted for.

Sec. 1125. Recall of Matter.—After a registered letter or other registered matter has been transmitted from the mailing post-office, it can not be recalled by the sender without the consent of the addressee, except by special permission of the Department. The following directions must be observed in recalling registered matter:

1. Application to the office of the Third Assistant Postmaster-General for such recall must state all the facts in detail.

2. In cases where immediate action is necessary, the postmaster may, at the expense of the sender, telegraph a request to the postmaster at the office of destination to return the registered article, if the addressee consent, or to hold it until the decision of the Department shall be obtained, which request must in all cases be complied with. Where an application to withhold delivery against the addressee's wishes, is made direct to the delivering postmaster, he must immediately notify the Third Assistant Postmaster-General of it, and await instructions.

3. In the case of third or fourth class matter specially returned, the sender must be required by the postmaster at the mailing office to pay the return postage.

4. Before dispatch a registered letter can be reclaimed by the sender in the manner prescribed in section 487. The sender will return the registration receipt indorsed with his name, which the postmaster will paste opposite the entry in the registration book, indorsing the entry, "RETURNED TO WRITER BY ME (*giving date*), ———, P. M." The registered letter, before return, must be indorsed, "WITHDRAWN BY WRITER FROM ——— P. O. (*date*), ———, P. M." (Consult section 1109.)

Sec. 1126. Return of Undelivered Matter to Mailing Office.—The following rules will govern the return of undelivered registered matter:

1. If any domestic registered matter cannot be delivered within thirty days after its arrival at the office to which it is addressed, or has been forwarded by order of the addressee, or within such time, not less than three days and not exceeding ninety days, as may be stated in a request upon its face, or in case its delivery is prohibited by the Postmaster-General in accordance with section 1122, the postmaster must indorse on such matter the cause of non-delivery and return the same, without advertising it in any case, to the mailing office, or send it to the office given in the sender's address, where that be not the mailing office.

2. It must be marked "RETURNED TO WRITER," renumbered, and entered in registration book as if mailed at his post-office, placed in a registered-package envelope with a registry bill and the original registry return receipt, and a note of such return, with date thereof, made in receipt column of delivery book.

3. The address of letter or parcel must be changed only as to destination, and "R. W." marked on registry bill, indicating return to writer. On arrival at the original mailing post-office, or at the office given in the sender's address, it must be treated as if it were an original registered letter or parcel received for delivery.

4. Registered matter prepaid at first-class rates, and matter the delivery of which has been prohibited by the Postmaster-General, shall be returned to the sender without additional charge for postage or registry fee. All other registered matter, except fraudulent matter, when returned, is subject to an additional charge of postage for returning the same, but should not be charged with an additional registry fee.

5. Postmasters before returning matter subject to return postage, must charge the same with the necessary postage and indorse thereon "RETURN POSTAGE DUE ——— CENTS," and the postmaster at the office to which such matter is returned shall affix thereto postage-due stamps sufficient to cover the return postage, and collect the amount on delivery. Should the sender in any case refuse to pay the return postage, the matter must be disposed of as refused.

6. If postage stamps or money sufficient to pay the return postage should be furnished by the sender, the postmaster at the returning office shall affix to the matter returned the necessary stamps and cancel them the same as if the matter had been originally mailed at his office, but postmasters must not delay the return of undelivered articles simply because the return postage has not been sent to them.

7. After a registered letter or parcel has been returned to the mailing office, or to the office designated by the sender, in compliance with the law regulating the limit of time which it should be held for delivery before its return to the sender, the addressee of such letter is debarred thereby from any further claim upon it and it must be held subject to the order of the sender. Such letter or parcel cannot be remailed to the addressee, even at the request of the sender, without a new prepayment of postage and registry fee.

Sec. 1127. Refused Letters or Parcels.—In case the addressee simply refuses to receive a registered letter or parcel, it must be retained the proper length of time before return, as prescribed in the preceding section.

Sec. 1128. Original Record to show Return of a Letter or Parcel.—Note must be made on the original record of every registered letter or parcel returned to a mailing post-office, stating its return and date.

Sec. 1129. When Sender of Returned Matter is not Found.—In case a domestic returned registered letter or parcel cannot be be delivered to the sender, it must be retained thirty days and be then forwarded (properly registered) to the Dead-Letter Office.

Sec. 1130. Sending Letters or Parcels to the Dead-Letter Office.—When registered letters or parcels are sent to the Dead-Letter Office they must be postmarked with the date of sending, indorsed with reason for

sending, be accompanied with duplicate lists showing the sending post-office and the number and address of each letter and parcel, and placed under cover of an official envelope addressed to the Superintendent of the Dead-Letter Office, Washington, D. C., indorsed "INCLOSING REGISTERED MATTER." The packet must be registered as a free registered letter, and placed with registry bill and registry return receipt under cover of a registered-package envelope addressed to the postmaster, Washington, D. C.

Postmasters must remember that undelivered domestic registered letters are never to be sent to the Dead-Letter Office until after their failure of restoration to the sender. (See section 1129.)

As to return of undelivered foreign registered letters, see Sec. 1154.

Sec. 1131. No Postage on Registry Bills and Registry Return Receipts.—The registered-package receipts, registry bills, and registry-return receipts, after signature, require no postage thereon; they are to be simply postmarked and mailed without delay.

MISCELLANEOUS PROVISIONS.

Sec. 1132. Immediate Response to Inquiries.—Inquiries or tracers regarding registered packages, letters, or parcels, and all inquiries as to registered business, *must receive immediate attention* from postmasters, and be answered without delay.

Sec. 1133. Tracers for Stamp, Envelope, or Postal-Card Packages.—When a registered package of stamps, envelopes, or postal cards has been dispatched and no acknowledgment therefor is received by due course of mail, or bill returns marked NOT RECEIVED or IN BAD ORDER, a coupon tracer will be sent to ascertain whether the package reached its destination in safety, or at what point and through whose fault it disappeared or was tampered with. If through this means it should be ascertained that the package reached its destination in good order, the tracer may be retained when it returns; but if it appear that the package was received in bad condition or was lost or stolen in transit, the tracer must be forwarded to the Third Assistant Postmaster-General. Should the tracer not be returned in due season, a duplicate must be sent to the post-office whence last coupon was returned, or special inquiry sent until package is accounted for or loss ascertained, when the tracer with full report of loss must be sent to the Third Assistant Postmaster-General.

Sec. 1134. Report of Missing Matter; how Made.—Every case of missing registered packages, letters, or parcels must be reported without delay to the Chief Post-Office Inspector, Washington, D. C., giving full particulars, as also all cases of alleged abstraction of contents of registered letters or parcels; and also to the Post-Office inspector in charge of the division, as stated in section 1085. Concealment of a depredation upon

or loss of registered matter, or any attempt to settle for the same without report, will be treated as a serious delinquency.

Sec. 1135. **Registry Records are Public Property.**—The registry records of a post-office, including registry bills and registered-package receipts for matter dispatched, also carriers' delivery books, are the property of the Government, and must be preserved among the files of the office, and turned over by the retiring postmaster to his successor. Under no circumstances are they to be retained by the outgoing postmaster as private vouchers, or damaged in any manner.

The registration book stubs and the delivery book, being the initial and final records of registered matter, must be preserved among the permanent files of the post-office to which they belong, or to which they are directed to be sent, upon discontinuance of a post-office.

See section 439.

Sec. 1136. **Registry Records of Discontinued Post-Offices.**—All books, blanks, and other papers relating to registry business received by a postmaster from any discontinued neighboring post-office must be regarded by him as a part of the records of his office, and must be kept as carefully as those of his own office, subject to any call or examination that may be made by the Department or its authorized officials.

Sec. 1137. **Disposal of Used Registered-Package Envelopes.**—Registered-package envelopes, wrappers with registered-package envelopes pasted thereon—with the seals and cord fastenings to be preserved as nearly as possible intact—(see section 1157), and registered-package tag envelopes, all of which have been emptied of their contents, together with new registered-package envelopes spoiled by misdirection or in any way rendered unfit for use (cutting and resealing is not permissible), must be retained on file one year, and then sold as directed in section 439.

Sec. 1138. **Quarterly Reports to Third Assistant Postmaster-General.**—Promptly at the expiration of each quarter postmasters must send to the Third Assistant Postmaster-General a report showing separately the number of domestic and foreign letters registered at their post-offices, together with the number of parcels of third and fourth class matter, domestic and foreign, registered during the entire quarter. Postmasters at offices that are discontinued during the quarter will send a report covering the portion of the quarter during which the office was in operation. Where postmasters are changed during the quarter the report must be made at the *close* of the quarter and cover the *entire* quarter. The same rule applies where the name of the office is changed, the report being made under the new name of the office and covering the entire quarter.

Sec. 1139. **No Entry of Fees in Quarterly Postal Account.**—The postage and registry fee on a registered letter or parcel are required by law to be prepaid and affixed to the letter or parcel in stamps and the stamps canceled, and no special entry of such items should be made on the

quarterly postal account rendered by postmasters to the Auditor of the Treasury for the Post-Office Department. Money received for stamps sold for this purpose should be included with the general sales.

Sec. 1140. Postmasters to take Special Interest in Success of Registry System.—In order to make the registry system as efficient as possible, it is necessary that it should receive not only the attention but the hearty coöperation of every postmaster. Special attention should be paid to secure legibility of addresses and postmarks on registered-package envelopes, and all entries upon registry blanks and records should be neatly and distinctly written. Postmasters are particularly enjoined to report promptly to the Third Assistant Postmaster-General any neglect or violation of the registry regulations which may come to their knowledge.

Sec. 1141. Postmasters not to Reprimand one another.—Postmasters are positively forbidden to reprimand one another for neglect or violation of these regulations. It is the province of the Department to instruct postmasters as to their duties, and to take cognizance of their neglect or refusal to obey instructions.

Sec. 1142. When Postmasters are in Doubt as to their Duty under any of the regulations of the registry system they must submit the matter in doubt to the Third Assistant Postmaster-General. Ignorance of the law or regulations cannot be accepted as an excuse for their violation or for neglect of any duty therein prescribed.

CHAPTER THIRTY-SIX.

REGISTRATION OF FOREIGN MAIL MATTER.

DISPATCH OF MATTER FROM OTHER THAN EXCHANGE OFFICES.

Sec. 1143. Dispatches to Foreign Countries.—In making up registered matter for dispatch to foreign countries, the following direction must be observed:

1. Registered letters or parcels received from, and those addressed to foreign countries are governed in their transmission within the United States by the same rules and regulations as govern domestic registered matter, except that in the latter case, no return receipt is to be made out and sent by the mailing postmaster.

2. If in any case, however, a return receipt be desired by the sender, a request for it must be indorsed by him upon the matter, which request will be attended to by the postmaster at the exchange office. (See section 1161.)

3. The registered-package envelope used in forwarding such letters or parcels must be addressed to the proper exchange post-office in the United States designated to dispatch registered correspondence to for-

eign countries. A complete list of these offices will be found in the U. S. Postal Guide. (See section 574.) New York is the principal post-office for the exchange of transatlantic mails, and San Francisco for transpacific mails. Directions, however, given by senders on registered correspondence to foreign countries respecting route of transmission, should be observed it practicable.

4. A registry bill must be inclosed in the registered-package envelope, the same as for domestic matter.

Sec. 1144. Dispatch by International Registered Pouches.—When matter for Canada or any other country with which international registered-pouch exchanges are established can be sent by means of such exchanges, the postmaster at the mailing office must bill it, and must address the registered-package envelope covering it, to the postmaster at the proper international registered-pouch office, as indicated in the list of exchanges published from time to time in the United States Official Postal Guide. These lists, together with the schemes of territory connected with each exchange, must be carefully consulted by all postmasters.

Sec. 1145. Restrictions on Registration.—The following limitations must be observed by postmasters in registering matter to Postal Union countries:

1. Articles of correspondence addressed under initials, and those which bear an address written in pencil, are not admitted to registration.

2. No article may be registered which is unregisterable in the domestic mails.

3. Matter that is unmailable as ordinary matter, in either the domestic or foreign mails, must not be registered.

4. With the above exceptions, all articles admissible to the Postal Union mails may be registered.

NOTE.—It is forbidden to send in the foreign mails, except by parcels post:

(1) Articles liable to customs duties.

(2) Current coin.

(3) Gold and silver bullion, precious stones, jewelry, and precious articles, where their transmission in the mails is forbidden by the legislation of the country concerned.

(4) Explosive, inflammable, or dangerous articles, and those likely to soil or injure the mails.

Sec. 1146. Registration Fee.—The registration fee to all foreign countries where registration is permissible is eight cents on each letter or parcel. This fee, together with the full amount of postage, must be prepaid by ordinary postage stamps attached to the letter or parcel. Registered matter not fully prepaid is not mailable under the Postal Union Convention.

NOTE.—For rates of postage to all foreign countries postmasters should examine the latest foreign postage table in the United States Postal Guide.

Sec. 1147. Postmasters should Consult Postal Guide.—All classes of mail matter, subject to the exceptions mentioned in section 1145, may be registered to countries and colonies in the Postal Union, but to certain countries and colonies not in the Postal Union the registration of letters only is permissible. To some parts of the world matter can not be registered; postmasters are therefore specially enjoined to consult the foreign postal table in the latest issue of the United States Official Postal Guide to ascertain whether or not the matter presented is entitled to registration. If no registration fee is given in the columns headed "Registration fee on letters" and "Registration fee on other articles," no registration exists; if the fee be given in the letter column alone, it indicates that only the registration of letters is permitted. Postmasters must therefore be governed accordingly when matter addressed to such countries is presented for registration.

Sec. 1148. Registered-Package Envelopes Addressed to Foreign Post-Offices.—If a registered-package envelope is received in transit addressed to a foreign post-office, instead of to the proper exchange post-office in the United States, as directed in section 1143, it should be forwarded to the United States exchange office, where it will be opened and its contents properly dispatched.

Sec. 1149. Sender may Demand a Return Receipt.—The sender of a registered letter or parcel addressed to any country in the Universal Postal Union may, by writing upon the face of the letter or parcel, "RETURN RECEIPT DEMANDED," have a return receipt sent back to him from the foreign post-office of delivery. Postmasters should inform the senders of foreign registered matter of this privilege.

Sec. 1150. Registered-Package Envelopes Containing Foreign Matter to be Marked "Foreign."—In order to facilitate the dispatch of foreign registered matter, postmasters will mark the registered-package envelopes in which it is sent to the Exchange post-office with the word "Foreign" beside the address.

RECEIPT OF MATTER AT OTHER THAN EXCHANGE OFFICES.

Sec. 1151. Treatment of Matter for Delivery.—Postmasters receiving from exchange post-offices registered packages containing letters or parcels which originated in foreign countries will treat such packages and their contents the same as domestic registered matter received for delivery.

Sec. 1152. Return Receipts.—When a return receipt accompanies a letter or parcel from a foreign country, it must be signed by the recipient of the matter when delivery is made, and postmarked and returned, under cover of a penalty envelope, to the postmaster at the United States exchange post-office from which the matter was received. If no return receipt accompany the matter it may be assumed that none is required. In such a case the postmaster delivering the letter or parcel will simply require the addressee to receipt for it upon the delivery book.

Sec. 1153. Return Receipts for Undelivered Letters or Parcels.—In the ase of non-delivery of a foreign letter or parcel, the return receipt ac-ompanying it must be indorsed with the cause of non-delivery, post-arked, and sent to the United States exchange office whence it came. he return receipt must never be sent to the Dead-Letter Office, but nly the letter or parcel.

Sec. 1154. Undelivered Foreign Matter.—Should a foreign letter or arcel remain undelivered at the expiration of thirty days from the ime of its receipt (unless it is specially directed to be held for delivery) t must, even though bearing the name and address of the sender, or a eturn request, unless it originated in Canada or Mexico, be indorsed vith the cause of its non-delivery and sent to the Dead-Letter Office, in he manner prescribed by section 1130.

Sec. 1155. Return of Undelivered Matter to Canada and Mexico.—Letters and parcels originating in Canada or Mexico, on which the names and addresses of the senders appear, whether printed or written, in case of non-delivery, should be indorsed with the cause of non-delivery, re-registered free, and sent back to the exchange office from which they were received, in accordance with any return requests that may appear upon them, or, if they bear no return requests, then at the end of thirty days.

See also section 1119 as to disposal of matter when addressee is dead.

Sec. 1156. Matter Specially held for Delivery.—When a postmaster has good reason to believe that a registered letter or parcel remaining un-called for can be delivered to the person addressed, he may indorse it "SPECIALLY HELD FOR DELIVERY," and retain it not longer than three months before sending it to the Dead-Letter Office. Registered letters indorsed "POSTE RESTANTE," or "TO BE CALLED FOR," and those addressed to a sailor or a passenger on a vessel to arrive, must also be held not longer than three months.

Sec. 1157. Matter Liable to Customs Duties.—The regulations respecting ordinary mail matter subject to customs duties (see section 579) govern registered matter also, except that the receipt of the addressee must first be obtained by the postmaster before any opening of the registered letter or parcel by the addressee is permitted. If he refuse to sign a receipt for such matter, it must be marked "REFUSED," held the proper length of time, and then sent to the Dead-Letter Office.

Sec. 1158. Forwarding Matter.—Registered letters or parcels received from one country in the Postal Union may be forwarded from the post-office to which they are addressed to any other country in the Postal Union, or to any other post-office in the United States, without additional charge for postage and registry fee. Domestic letters or parcels, upon being forwarded to a foreign country, are chargeable with additional postage sufficient, with that already paid, to equal the amount required had they been addressed to the foreign country in the first instance. Such additional postage must be prepaid with ordinary

postage stamps affixed to the letter or parcel before forwarding. No additional registry fee is required.

Sec. 1159. Do not Write to Foreign Officials.—Postmasters at other than exchange offices must not correspond with foreign postal officials on registry business. On all matters requiring correspondence with such officials postmasters must communicate promptly with the Third Assistant Postmaster-General. (See section 1034.)

Sec. 1160. Recall of Matter.—Registered letters or parcels sent to countries of the Postal Union, except Great Britain and the British colonies, Canada, British India, Venezuela, Haiti, the Dominican Republic, United States of Colombia, Honduras, Hawaiian Kingdom, Japan and Bolivia, may be recalled by the senders, application therefor being made to the Third Assistant Postmaster-General.

RULES FOR EXCHANGE POST-OFFICES.

Sec. 1161. Preparation of Return Receipts.—When demanded in accordance with section 1149 the return receipt must be made out by the United States exchange post-office which dispatches the registered matter to, or receives it from, foreign countries, on a form specially provided for the purpose.

Sec. 1162. Registered Matter to be Postmarked at Exchange Post-Offices.—All registered letters to or from foreign countries must be postmarked at exchange post-offices with the date of dispatch or receipt. This applies to all foreign registered letters and parcels passing through the United States. The postmark of the exchange post offices of ingress and egress must be put on such letters and parcels, except where they are sent in sealed bags, as through matter, under article 4 of the Postal Union Convention.

Sec. 1163. Label for Foreign Matter.—Under paragraph 3 of Article XV of the Regulations of the Convention of the Postal Union, an adhesive label is adopted for designating in a special manner all registered articles addressed to foreign countries, except Canada, made of transparent paper, having printed upon it the capital letter "R," in Roman text, the words "United States of America," and the name of the exchange office dispatching the matter, to which must be added the serial registration number. The post-offices authorized to exchange matter with Postal Union countries are furnished with and required to use these labels.

Sec. 1164. Manner of Dispatching from Exchange Post-Offices.—Registered matter for dispatch to countries of the Postal Union must be made up as follows:

1. All registered articles must be entered in the form for that purpose (called Table No. 1), in the letter bill provided according to the Postal Union Convention, furnished by the First Assistant Postmaster-General (Division of Post-Office Supplies), with the following details:

The name of the office of origin, the name of the addressee, and the place of destination, or simply the name of the office of origin and the number given to the article at that office.

2. When the number of registered articles usually sent to another exchange office requires it, a special and separate list may be used to replace the Table No. 1 of the letter bill.

3. Return receipts relating to registered articles entered either in Table No. 1, of the letter bill, or in the special list referred to in the preceding paragraph, must be indicated by the letters "A. R." placed opposite the articles in question in the table or list.

4. All registered articles, return receipts relating thereto, and, if there be one, the special list before referred to, must be placed together in a separate packet, which must be suitably inclosed and sealed so as to preserve its contents, and this packet, with the letter bill, which must be inclosed in a special envelope and tied by a string crosswise to the outside of the packet, should be placed in the center of the mail.

5. The presence in the mail of a packet of registered articles, the description of which is given upon the special list above mentioned, must be announced by the application at the head of the letter bill either of a special entry or of the registration label.

6. In exceptional cases, or where matter is authorized to be transmitted in international registered pouches, special instructions will be given by the Department.

NOTE.—Matter to other than Postal Union countries should be treated in a similar manner unless special directions to the contrary are given.

Sec. 1165. Insufficiently Prepaid Matter for Dispatch Abroad.—When a registered letter or parcel without sufficient stamps attached to fully prepay both postage and registry fee, is received at an exchange office for dispatch to a country of the Postal Union, *the postmaster at the exchange office* will cause *ordinary* postage stamps sufficient to cover the entire deficiency to be attached, and the letter or parcel to be forwarded to its destination without unnecessary delay. A report of the facts must then be made to the Third Assistant Postmaster-General, in order that credit may be given for the stamps so used, and that the deficiency may be collected by the Department from the postmaster at the mailing post-office.

Sec. 1166. Matter from other Countries Insufficiently Prepaid.—Registered letters or parcels to which postage stamps obviously insufficient to pay postage and registry fee are attached, or which bear no postage stamps at all, received in the mails from Postal Union countries, are to be treated by the postmaster at the exchange office as if fully prepaid, but a full report of each case is to be made to the Third Assistant Postmaster-General.

Sec. 1167. Matter Received from Abroad.—Postmasters at exchange offices will, on receipt of registered matter addressed to or coming from foreign countries, after carefully comparing the articles received with

the accompanying bill, make entry on the special record furnished by the Department of the date when the articles are received, of the office, country of origin, date of postmark, name and post-office of address, original number and United States exchange office number, which latter should be of a series commencing each quarter with No. 1. Where registered pieces thus received are addressed to interior post-offices of the United States, they should be sent to destination under domestic registration, and under the domestic exchange office numbers; and the date of dispatch, the number of registered-package envelopes in which dispatched, and the date when the registry bill is returned, should be entered on the special record above mentioned.

Sec. 1168. Record and Dispatch of Return Receipts.—When a return receipt is demanded for a registered letter or parcel from or for a letter or parcel dispatched to a foreign country, the postmaster at the exchange office of receipt should enter in the appropriate column of the special record referred to in the foregoing section the letters "A. R." (indicating return receipt), and when the receipt is sent back from the delivering office he should check the return on the record, inclose the receipt in an envelope, and dispatch it registered to the office of origin of the article to which it relates. If two or more return receipts are to be sent back to the same office, they may be inclosed in the same envelope and registered as one piece. All envelopes in which receipts are returned to foreign offices must bear the following inscription: "RETURN RECEIPT RETURNED. POST-OFFICE OF ———, COUNTRY ———." (See Article XI of Regulations of Postal Union Convention.)

If interior postmasters do not send back such receipts within ninety days to the exchange office, the facts must be reported to the Third Assistant Postmaster-General.

CHAPTER THIRTY-SEVEN.

THROUGH REGISTERED MATTER.

Sec. 1169. Object of this Branch of the Registry System.—For the purpose of preventing, as far as practicable and economical, the separate handling and recording of individual pieces of registered matter in transit, where the number of packages usually dispatched between any two given points will justify it, and for the greater security of such matter, three special methods of transmission have been provided:

1. The Registered-Pouch Service, for the exchange of registered mail in through pouches, under rotary locks, between terminal post-offices on postal-clerk lines.

2. The Inner-Sack Service, for the exchange of registered mail in through sacks under rotary locks, but which sacks are inclosed over a

part of the route of transmission in ordinary mail bags, between post-offices on the routes over which there is postal-clerk service, one or both of the offices in every exchange being non-terminal; also between offices on postal-clerk routes, the service between the offices being partly railway and partly star service.

3. The Brass-Lock Pouch Service, for the exchange of registered mail in through pouches fastened with brass locks, between offices where the service is entirely over star routes.

These exchanges are established only upon special orders by the Department, and must not be conducted otherwise.

REGISTERED-POUCH SERVICE.

Sec. 1170. Mode of Carrying on Registered-Pouch Service.—When a post-office is designated by the Third Assistant Postmaster-General as a "registered-pouch office" the postmaster is at once provided with the necessary pouches, locks, keys, pouch bills, and labels, and with instructions as to the office or offices with which he is to exchange and the time and frequency of dispatch, and he must never begin such exchange until he has received these instructions.

(For list of offices conducting exchanges see Postal Guides.)

Sec. 1171. Exchanges directed to be Made Invariably.—Postmasters must make the directed dispatches of registered pouches whether there is any registered matter to be sent in them or not. In case there is no registered matter to be dispatched, a pouch bill, marked "NO PACKAGES SENT," properly filled up, signed, and postmarked, must be placed in the pouch, and the pouch locked and regularly dispatched.

Sec. 1172. Registered-Pouch Office Supplies; how Used and Kept.—The registered pouches, locks, labels, and pouch bills having been made expressly for the registry system, must not be used for any other purpose, and must be securely kept, the locks and keys in the safe, if the postmaster has one, or if not, then in the most secure place, and the pouches, labels, and bills in that part of the post-office set apart for the transaction of the business of the registry system; and under no circumstances must any other pouches or locks be used in transmitting registered matter to post-offices with which registered pouches are exchanged, except by special direction of the Department. If for any reason a postmaster has no printed pouch labels, he may use written ones until a supply of the regular kind can be obtained.

Sec. 1173. Additional Supplies.—Timely notice of the need of additional registered pouches and locks must be given to the Second Assistant Postmaster-General, by whom they are furnished. Requisition for registered pouch bills, carbon sheets for such bills, and labels must be made upon the First Assistant Postmaster-General (Division of Post-Office Supplies).

Sec. 1174. Matter Dispatched in Registered Pouches.—In the registered pouches dispatched to every registered-pouch office must be placed all

the registered matter addressed to that office, and to offices on routes beyond it, as shown by the registered-pouch schemes which are furnished by the General Superintendent of the Railway Mail Service. No through registered matter between exchange offices must be sent otherwise than in the registered pouches; but packages too large to be inclosed in the pouch may be dispatched by the hands of the proper railway postal clerks.

Sec. 1175. Preparation of Matter for Pouches.—Before dispatching a registered pouch, or inner registered sack, there must be entered on the pouch bill the number of the bill, commencing each quarter with No. 1, the date of dispatch, the name of the post-office to which the pouch is to be sent, the serial letter and number and the rotary number of the lock to be used in fastening the pouch, which two numbers are to be considered the number of the pouch, and both numbers should be mentioned in all receipts given or taken for the pouch. At those post-offices where it is usual to dispatch two or more registered pouches, or sacks, to the same post-office by the same mail, the entry of the total number of packages sent in each pouch must be given in the pouch bill for such pouch, the last pouch, however, showing also the total number of packages and pouches in the entire dispatch. (See section 1180.)

Sec. 1176. Manifold Writing of Pouch Bills. — The entries on pouch bills will be made by writing with a hard lead-pencil, after placing carbon paper between the bill and the record sheet of the bill book, which process of manifold writing will, with ordinary care, make a perfect copy. The bill number, the lock numbers, the total number of packages inclosed in the pouch, the name and the postmark of dispatching office, must be entered on the coupon receipt, as well as in the body of the bill. The bill must be signed by two dispatching clerks, and, with coupon receipt appended, will then be detached on the perforated line at the back of the book, and placed in the pouch with the registered packages.

Sec. 1177. Inspection before Closing.—Before closing a registered pouch for dispatch, the dispatching clerks must assure themselves beyond all doubt that all the packages of which entry is made upon the pouch bill are inclosed, and that the serial letter and number and the rotary number of the lock used in fastening the pouch and the total number of packages inclosed are correctly stated.

Sec. 1178. Labeling, Locking, and Delivering of Pouches.—The registered pouch must be properly labeled before any packages are placed therein, and the packages, tied together in bundles in order of entry on bill, should be compared with the bill and with the label of the pouch, the lock number proved correct, and the bill and packages then placed in the pouch, which must be securely locked.

To insure the proper locking of pouches, the person intrusted with this duty should, after locking, shake and endeavor to turn the shackle of the lock in such a manner that he may be able to certify on oath, if

required, that the lock was securely fastened when it left his custody. No rotary lock is to be used that is broken or wanting in any of its parts, or is imperfect in the operation of its rotary numbers, or is difficult to unlock. And all locks should be tested before use if there be any reason to doubt their condition. On delivery of the pouch or pouches to the railway postal clerk, whose duty it is to receive them, receipt therefor must be taken on the proper record of the office.

Sec. 1179. Locks must not be Injured.—All persons charged with the duty of dispatching or transferring registered pouches are cautioned against violently handling them, or using or disposing of them in such a manner as to expose the rotary locks on them to damage or loss. To injure such locks designedly, or to tamper with them in any way, is a serious offense.

Sec. 1180. Notices of Discrepancies and Delays.—Whenever a dispatch of through registered matter under rotary lock to one office, in registered pouches, consists of more than one pouch, the following directions will govern:

1. The postmaster at the sending office must, by a formal letter of advice to be sent in the ordinary mail, give information to the receiving postmaster of the total number of such pouches, and the time of their dispatch. This advice may be sent in the same mail with the registered matter, or it may be sent in the immediately preceding mail. In cases where but a single pouch is dispatched to the same office, the letter of advice need not be sent, but in every other case it must be sent without fail. Supplies of a printed form of this letter of advice (Form No. 3891) may be obtained by requisition made upon the First Assistant Postmaster-General (Division of Supplies).

2. In every case where, on the receipt of such letter of advice, a discrepancy is found to exist between the number of pouches reported to have been sent and the number actually received, the receiving postmaster must immediately telegraph notice of the discrepancy to the sending postmaster, who, if the discrepancy be owing to clerical or other remediable error, will make the necessary explanation, by letter, to the receiving office; but if the discrepancy be such as to indicate loss or miscarriage of the matter, the sending postmaster must immediately telegraph the facts to the Chief Post-Office Inspector, so that no time may be lost in investigating the case. At the same time the postmaster must report the facts by letter to the Third Assistant Postmaster-General and to the General Superintendent of the Railway Mail Service. If the matter should afterwards arrive at its destination, or if discovery should be made otherwise than through the investigation begun by the Chief Post-Office Inspector, information of the facts, by letter, must be given promptly to that officer, as well as to the two other officers named, by the receiving postmaster, or by the sending postmaster, if he should first ascertain the whereabouts of the missing matter, or the cause of its miscarriage or delay. At places where there are no

telegraph lines postmasters will make use of the mails, and promptly give by letter the information above required to be sent by telegraph.

3. The course prescribed in the preceding paragraph must also be pursued whenever an entire dispatch of through-registered matter under rotary lock, whether in one pouch or more than one pouch, fails to arrive at the office of destination when due, unless the postmaster at such office shall have positive information showing that the matter has been unavoidably detained or delayed, or unless he shall have good reason to believe that the missing dispatch will arrive within a reasonable time. If after waiting a reasonable time the matter still fails to arrive, the course laid down in the preceding paragraph must be followed. Keeping in view this requirement, the postmaster at the receiving office must always insist, whenever a dispatch of through-registered matter fails to arrive on time, upon having from the postal clerk in whose custody it should be, the report required by section 1191; and every failure to make such report when the pouch is not delivered must be promptly reported to the office of the Third Assistant Postmaster-General.

Sec. 1181. Return Extra Pouches, etc., Promptly.—In order that each registered-pouch office may preserve its proper complement of registered pouches and locks, extra numbers of them, when received, must be returned by next dispatch, inside of the regular pouch, duly entered on the pouch bill. Postmasters at exchange offices must not allow undue accumulation of registered locks or pouches at their offices.

Sec. 1182. Pouch in Bad Order.—On the arrival of a registered pouch at the office of destination, the receiving clerk, before receipting to the postal clerk, must assure himself of the good condition of both pouch and lock. If either appears to have been tampered with, or is in bad order, the receipt for the pouch must be withheld until its contents have been carefully examined, as directed in the following section, and found not only to correspond with the entries on the pouch-bill, but to be in good order and condition. Proper facilities should be allowed the postal clerk to be present at such examination; and if the contents are not in good order, the receipt given him must state the fact.

Sec. 1183. Checking and Receipting for Contents of Registered Pouch.—A registered pouch must be opened by two clerks, who must verify with the bill the serial letter and number and the rotary number of the lock, and, after emptying the pouch, inspect its interior to see that nothing remains. The contents of pouch must then be checked with the entries on the pouch bill, noting any discrepancies or damage, both on the bill and on the coupon receipt. Both bill and coupon should then be postmarked and signed by two receiving clerks, and the coupon detached and returned in envelope to dispatching postmaster by the first registered mail. When thus returned the dispatching postmaster will postmark on the coupon the date of return, and will attach the coupon with

ucilage over the counterpart of the coupon, on that record page in he manifold book which shows the same date, lock, and bill numbers s indicated in the returned coupon.

Sec. 1184. Treatment of Pouch Bills at Receiving Offices.—All regis-ered-pouch bills will be retained at receiving offices, where such bills an at once be used for checking and indicating the separation of reg-stered matter, after which they will be carefully filed and preserved for eference. Where several registry clerks are employed in any post-ffice it is desirable that individual responsibility at the different stages f working the registered mails should be fixed as far as is practicable, and it is directed that the appropriate blank spaces in the bill, under the head of "TRACING AT RECEIVING OFFICE," be filled, and that all entries showing the distribution of registered-pouch matter, within receiving offices, be checked or signed with initials of the receiving clerks who enter the separated matter on other books of the registry system. Registered packages which are to pass to postal clerks by hand-to-hand receipts, known as "hand" pieces, together with regis-tered packages to be dispatched in mail bags other than registered pouches, known as "bag" pieces, will form the only class of registered-pouch matter which it will be necessary to enter on the transit book.

Sec. 1185. Discrepancy between Lock Numbers and Numbers on Bills.—Every discrepancy between the serial or rotary numbers of the lock, and the numbers appearing upon the pouch bill of a registered pouch should, upon discovery, be reported to the office of the Third Assistant Postmaster-General (Division of Registration), as well as to the dis-patching postmaster—the lock in every such case, if not damaged, to be withheld from use unless it shall clearly appear that the discrepancy was owing to a clerical error. If, however, a damage to the lock shall appear in connection with the discrepancy, the lock must accompany the report to the Third Assistant Postmaster-General—the same to be registered.

Sec. 1186. Safety of Registered Keys and Locks.—When a registered pouch is opened at the post-office of destination the lock must be at once placed in the safe of the registry branch of the post-office, where it must be kept until needed for use again. The keys used in opening registered locks must be attached to the safe by a chain, and must not be detached therefrom or be handled by anyone save the postmaster or the clerk in charge thereof, or a post-office inspector, when, in the course of investigation, he may specially require it. In any case where the registry key of a post-office is so demanded by an inspector, the postmaster, unless satisfied of the entire propriety of the demand, must report the facts at once to the Chief Post-Office Inspector and to the Third Assistant Postmaster-General.

Sec. 1187. Registered Pouches that have Missed Connection.—Transit reg-istered pouches which by reason of having missed a connection, or

otherwise, have been brought into an intermediate exchange office, must be treated as follows:

1. The pouches should not be opened while thus delayed, except as below provided for. Great care should be exercised by the postal officer who is the temporary custodian of them, to guard and keep them secure from depredation, to enter in his transit book the lock numbers and the hour of arrival and departure, and, in passing receipts for the pouches, to note whether the numbers of the locks on leaving are identical with the numbers of the same locks when entering such office, so as to prove that the lock has not been tampered with while thus delayed in transit.

2. Such pouches should be dispatched to destination by first mail, unless they should be found to be in a damaged condition, when they must be treated as required by sections 1182 and 1183.

3. After the opening and examination provided for in sections 1182 and 1183, the matter must be repouched, and the pouch bill must be indorsed "POUCH DELIVERED TO THIS POST-OFFICE BECAUSE OF ——. CONTENTS, ———," (correct or incorrect as the case may be, the disagreement being stated), and signed by two clerks.

4. The registered packages called for on the pouch bill must be entered on the transit book, and the pouch, with its bill and original contents therein, must be fastened by the same lock (unless the pouch or lock is damaged, in which event it will be replaced by a good one, such action being noted on the bill), and be dispatched by the next mail to the post-office for which it was intended. The pouch-bill should also be indorsed with the new number of the lock on which the pouch is redispatched.

5. In case the original pouch be damaged a new pouch must be substituted.

6. All damaged pouches and locks getting into an office under such circumstances must be promptly sent to the Department with a report of the facts; if any packages shall be missing, report should also be made to the Chief Post-Office Inspector; and under any circumstances the miscarriage or misconnection of the pouch should be reported to the Third Assistant Postmaster-General.

Sec. 1188. Discrepancy between Bill and Pouch.—If the contents of a registered pouch do not agree with the pouch bill, the fact must be immediately noted thereon, as well as on the coupon, and a report sent by mail to the Third Assistant Postmaster-General. In addition, in cases where there are entries on the bill for which no corresponding registered packages are found, the discrepancy must be telegraphed to the dispatching post-office, in order that the error may be rectified or immediate action taken concerning the loss. (See also section 1180.) Where there are packages in the pouch for which there are no entries on the pouch bill, the particulars must be stated on the coupon to be returned to the mailing office, or in a letter to accompany such coupon. The packages, if missent, should be promptly re-registered to their *proper* destinations.

Sec 1189. Damaged Registry Locks and Keys.—Damaged registry locks id keys must be securely enveloped, and sent registered to the Mail quipment Division, Office of Second Assistant Postmaster-General, Vashington, D. C. Damaged pouches should be labeled "DAMAGED OUCH, FROM POST-OFFICE AT ———, RETURNED TO THE MAIL-BAG EPAIR SHOP, WASHINGTON, D. C.;" and should be sent without a ck in the registered pouch for Washington, D. C. If the sending ost-office does not exchange registered pouches with Washington, the amaged pouch must be sent in the registered pouch for the post-office earest that point with which such pouches are exchanged, and will be orwarded in same manner from that post-office.

Sec. 1190. Special Attention to Rotary Locks.—Postmasters authorized o open and dispatch registered pouches or inner sacks, and all postal mployés who handle them in transit, should make the condition of very rotary lock attached thereto an object of special attention, in rder that any damage which it has sustained may be detected, and he lock set aside for immediate return to the Second Assistant Postmaster-General, or to the Third Assistant Postmaster-General when the damage exists in connection with a discrepancy between the lock and the pouch bill, as hereinbefore directed.

Damaged registry locks must under no circumstances be used after the damage has been discovered; nor must damaged registry pouches or inner sacks be used where the damage is such as to give any opportunity for depredation.

Examination should also be made to see whether the locks on pouches and sacks are carefully fastened, in making which examination the locks should be shaken or tried to see whether the shackle can be removed from the shackle post.

Sec. 1191. Pouch or Blank must be delivered.—Railway postal clerks must ascertain what registered pouches are to be daily transmitted over their routes, and must in no case leave their terminal post-offices without demanding the regular pouches or that the blank used stating the reason for absence of pouch be given them. Either the pouch must be delivered or the blanks stating reason for failure. If they are not sent, the postal clerk must note on his registry book the reason why. This course must also be pursued with regard to such registered pouches as they should regularly receive from connecting railway post-offices. By such means the post-office at which the pouch is due will be informed of the cause of the delay by the railway postal clerk whose duty it is to bring it in. This information must in every such case be reported to the postmaster by the postal clerk.

Sec. 1192. Pouches Taken to Terminal Post-Offices.—Railway postal clerks must, in every case where possible, deliver the registered pouches direct to the connecting railway post-office. But if connection with other railway post-offices cannot be made, the pouches must be taken into the terminal post-offices and receipt obtained for them.

Sec. 1193. Disposal of Pouches in Bad Order in Transit.—When a reg-

the accompanying bill, make entry on the special record furnished by the Department of the date when the articles are received, of the office, country of origin, date of postmark, name and post-office of address, original number and United States exchange office number, which latter should be of a series commencing each quarter with No. 1. Where registered pieces thus received are addressed to interior post-offices of the United States, they should be sent to destination under domestic registration, and under the domestic exchange office numbers; and the date of dispatch, the number of registered-package envelopes in which dispatched, and the date when the registry bill is returned, should be entered on the special record above mentioned.

Sec. 1168. Record and Dispatch of Return Receipts.—When a return receipt is demanded for a registered letter or parcel from or for a letter or parcel dispatched to a foreign country, the postmaster at the exchange office of receipt should enter in the appropriate column of the special record referred to in the foregoing section the letters "A. R." (indicating return receipt), and when the receipt is sent back from the delivering office he should check the return on the record, inclose the receipt in an envelope, and dispatch it registered to the office of origin of the article to which it relates. If two or more return receipts are to be sent back to the same office, they may be inclosed in the same envelope and registered as one piece. All envelopes in which receipts are returned to foreign offices must bear the following inscription: "RETURN RECEIPT RETURNED. POST-OFFICE OF ———, COUNTRY ———." (See Article XI of Regulations of Postal Union Convention.)

If interior postmasters do not send back such receipts within ninety days to the exchange office, the facts must be reported to the Third Assistant Postmaster-General.

CHAPTER THIRTY-SEVEN.

THROUGH REGISTERED MATTER.

Sec. 1169. Object of this Branch of the Registry System.—For the purpose of preventing, as far as practicable and economical, the separate handling and recording of individual pieces of registered matter in transit, where the number of packages usually dispatched between any two given points will justify it, and for the greater security of such matter, three special methods of transmission have been provided:

1. The Registered-Pouch Service, for the exchange of registered mail in through pouches, under rotary locks, between terminal post-offices on postal-clerk lines.

2. The Inner-Sack Service, for the exchange of registered mail in through sacks under rotary locks, but which sacks are inclosed over a

part of the route of transmission in ordinary mail bags, between post-offices on the routes over which there is postal-clerk service, one or both of the offices in every exchange being non-terminal; also between offices on postal-clerk routes, the service between the offices being partly railway and partly star service.

3. The Brass-Lock Pouch Service, for the exchange of registered mail in through pouches fastened with brass locks, between offices where the service is entirely over star routes.

These exchanges are established only upon special orders by the Department, and must not be conducted otherwise.

REGISTERED-POUCH SERVICE.

Sec. 1170. Mode of Carrying on Registered-Pouch Service.—When a post-office is designated by the Third Assistant Postmaster-General as a "registered-pouch office" the postmaster is at once provided with the necessary pouches, locks, keys, pouch bills, and labels, and with instructions as to the office or offices with which he is to exchange and the time and frequency of dispatch, and he must never begin such exchange until he has received these instructions.

(For list of offices conducting exchanges see Postal Guides.)

Sec. 1171. Exchanges directed to be Made Invariably.—Postmasters must make the directed dispatches of registered pouches whether there is any registered matter to be sent in them or not. In case there is no registered matter to be dispatched, a pouch bill, marked "NO PACKAGES SENT," properly filled up, signed, and postmarked, must be placed in the pouch, and the pouch locked and regularly dispatched.

Sec. 1172. Registered-Pouch Office Supplies; how Used and Kept.—The registered pouches, locks, labels, and pouch bills having been made expressly for the registry system, must not be used for any other purpose, and must be securely kept, the locks and keys in the safe, if the postmaster has one, or if not, then in the most secure place, and the pouches, labels, and bills in that part of the post-office set apart for the transaction of the business of the registry system; and under no circumstances must any other pouches or locks be used in transmitting registered matter to post-offices with which registered pouches are exchanged, except by special direction of the Department. If for any reason a postmaster has no printed pouch labels, he may use written ones until a supply of the regular kind can be obtained.

Sec. 1173. Additional Supplies.—Timely notice of the need of additional registered pouches and locks must be given to the Second Assistant Postmaster-General, by whom they are furnished. Requisition for registered pouch bills, carbon sheets for such bills, and labels must be made upon the First Assistant Postmaster-General (Division of Post-Office Supplies).

Sec. 1174. Matter Dispatched in Registered Pouches.—In the registered pouches dispatched to every registered-pouch office must be placed all

the registered matter addressed to that office, and to offices beyond it, as shown by the registered-pouch schemes which are by the General Superintendent of the Railway Mail Service. N registered matter between exchange offices must be sent other in the registered pouches; but packages too large to be inclos pouch may be dispatched by the hands of the proper railw clerks.

Sec. 1175. Preparation of Matter for Pouches.—Before dispa registered pouch, or inner registered sack, there must be enter pouch bill the number of the bill, commencing each quarter w the date of dispatch, the name of the post-office to which the to be sent, the serial letter and number and the rotary numb lock to be used in fastening the pouch, which two numbers considered the number of the pouch, and both numbers shoul tioned in all receipts given or taken for the pouch. At th offices where it is usual to dispatch two or more registered po sacks, to the same post-office by the same mail, the entry of number of packages sent in each pouch must be given in the p for such pouch, the last pouch, however, showing also the tota of packages and pouches in the entire dispatch. (See section

Sec. 1176. Manifold Writing of Pouch Bills. — The entries bills will be made by writing with a hard lead-pencil, afte carbon paper between the bill and the record sheet of the which process of manifold writing will, with ordinary care, m fect copy. The bill number, the lock numbers, the total n packages inclosed in the pouch, the name and the postmar patching office, must be entered on the coupon receipt, as w the body of the bill. The bill must be signed by two dis clerks, and, with coupon receipt appended, will then be det the perforated line at the back of the book, and placed in t with the registered packages.

Sec. 1177. Inspection before Closing.—Before closing a registe for dispatch, the dispatching clerks must assure themselves be doubt that all the packages of which entry is made upon the p are inclosed, and that the serial letter and number and the rot ber of the lock used in fastening the pouch and the total n packages inclosed are correctly stated.

Sec. 1178. Labeling, Locking, and Delivering of Pouches.—The r pouch must be properly labeled before any packages are place and the packages, tied together in bundles in order of entr should be compared with the bill and with the label of the p lock number proved correct, and the bill and packages then the pouch, which must be securely locked.

To insure the proper locking of pouches, the person intru this duty should, after locking, shake and endeavor to turn th of the lock in such a manner that he may be able to certify o

required, that the lock was securely fastened when it left his custody. No rotary lock is to be used that is broken or wanting in any of its parts, or is imperfect in the operation of its rotary numbers, or is difficult to unlock. And all locks should be tested before use if there be any reason to doubt their condition. On delivery of the pouch or pouches to the railway postal clerk, whose duty it is to receive them, receipt therefor must be taken on the proper record of the office.

Sec. 1179. Locks must not be Injured.—All persons charged with the duty of dispatching or transferring registered pouches are cautioned against violently handling them, or using or disposing of them in such a manner as to expose the rotary locks on them to damage or loss. To injure such locks designedly, or to tamper with them in any way, is a serious offense.

Sec. 1180. Notices of Discrepancies and Delays.—Whenever a dispatch of through registered matter under rotary lock to one office, in registered pouches, consists of more than one pouch, the following directions will govern:

1. The postmaster at the sending office must, by a formal letter of advice to be sent in the ordinary mail, give information to the receiving postmaster of the total number of such pouches, and the time of their dispatch. This advice may be sent in the same mail with the registered matter, or it may be sent in the immediately preceding mail. In cases where but a single pouch is dispatched to the same office, the letter of advice need not be sent, but in every other case it must be sent without fail. Supplies of a printed form of this letter of advice (Form No. 3891) may be obtained by requisition made upon the First Assistant Postmaster-General (Division of Supplies).

2. In every case where, on the receipt of such letter of advice, a discrepancy is found to exist between the number of pouches reported to have been sent and the number actually received, the receiving postmaster must immediately telegraph notice of the discrepancy to the sending postmaster, who, if the discrepancy be owing to clerical or other remediable error, will make the necessary explanation, by letter, to the receiving office; but if the discrepancy be such as to indicate loss or miscarriage of the matter, the sending postmaster must immediately telegraph the facts to the Chief Post-Office Inspector, so that no time may be lost in investigating the case. At the same time the postmaster must report the facts by letter to the Third Assistant Postmaster-General and to the General Superintendent of the Railway Mail Service. If the matter should afterwards arrive at its destination, or if discovery should be made otherwise than through the investigation begun by the Chief Post-Office Inspector, information of the facts, by letter, must be given promptly to that officer, as well as to the two other officers named, by the receiving postmaster, or by the sending postmaster, if he should first ascertain the whereabouts of the missing matter, or the cause of its miscarriage or delay. At places where there are no

telegraph lines postmasters will make use of the mails, and promptly give by letter the information above required to be sent by telegraph.

3. The course prescribed in the preceding paragraph must also be pursued whenever an entire dispatch of through-registered matter under rotary lock, whether in one pouch or more than one pouch, fails to arrive at the office of destination when due, unless the postmaster at such office shall have positive information showing that the matter has been unavoidably detained or delayed, or unless he shall have good reason to believe that the missing dispatch will arrive within a reasonable time. If after waiting a reasonable time the matter still fails to arrive, the course laid down in the preceding paragraph must be followed. Keeping in view this requirement, the postmaster at the receiving office must always insist, whenever a dispatch of through registered matter fails to arrive on time, upon having from the postal clerk in whose custody it should be, the report required by section 1191; and every failure to make such report when the pouch is not delivered must be promptly reported to the office of the Third Assistant Postmaster-General.

Sec. 1181. Return Extra Pouches, etc., Promptly.—In order that each registered-pouch office may preserve its proper complement of registered pouches and locks, extra numbers of them, when received, must be returned by next dispatch, inside of the regular pouch, duly entered on the pouch bill. Postmasters at exchange offices must not allow undue accumulation of registered locks or pouches at their offices.

Sec. 1182. Pouch in Bad Order.—On the arrival of a registered pouch at the office of destination, the receiving clerk, before receipting to the postal clerk, must assure himself of the good condition of both pouch and lock. If either appears to have been tampered with, or is in bad order, the receipt for the pouch must be withheld until its contents have been carefully examined, as directed in the following section, and found not only to correspond with the entries on the pouch-bill, but to be in good order and condition. Proper facilities should be allowed the postal clerk to be present at such examination; and if the contents are not in good order, the receipt given him must state the fact.

Sec. 1183. Checking and Receipting for Contents of Registered Pouch.—A registered pouch must be opened by two clerks, who must verify with the bill the serial letter and number and the rotary number of the lock and, after emptying the pouch, inspect its interior to see that nothing remains. The contents of pouch must then be checked with the entries on the pouch bill, noting any discrepancies or damage, both on the bill and on the coupon receipt. Both bill and coupon should then be postmarked and signed by two receiving clerks, and the coupon detached and returned in envelope to dispatching postmaster by the first registered mail. When thus returned the dispatching postmaster will postmark on the coupon the date of return, and will attach the coupon with

mucilage over the counterpart of the coupon, on that record page in the manifold book which shows the same date, lock, and bill numbers as indicated in the returned coupon.

Sec. 1184. Treatment of Pouch Bills at Receiving Offices.—All registered-pouch bills will be retained at receiving offices, where such bills can at once be used for checking and indicating the separation of registered matter, after which they will be carefully filed and preserved for reference. Where several registry clerks are employed in any post-office it is desirable that individual responsibility at the different stages of working the registered mails should be fixed as far as is practicable, and it is directed that the appropriate blank spaces in the bill, under the head of "TRACING AT RECEIVING OFFICE," be filled, and that all entries showing the distribution of registered-pouch matter, within receiving offices, be checked or signed with initials of the receiving clerks who enter the separated matter on other books of the registry system. Registered packages which are to pass to postal clerks by hand-to-hand receipts, known as "hand" pieces, together with registered packages to be dispatched in mail bags other than registered pouches, known as "bag" pieces, will form the only class of registered-pouch matter which it will be necessary to enter on the transit book.

Sec. 1185. Discrepancy between Lock Numbers and Numbers on Bills.—Every discrepancy between the serial or rotary numbers of the lock, and the numbers appearing upon the pouch bill of a registered pouch should, upon discovery, be reported to the office of the Third Assistant Postmaster-General (Division of Registration), as well as to the dispatching postmaster—the lock in every such case, if not damaged, to be withheld from use unless it shall clearly appear that the discrepancy was owing to a clerical error. If, however, a damage to the lock shall appear in connection with the discrepancy, the lock must accompany the report to the Third Assistant Postmaster-General—the same to be registered.

Sec. 1186. Safety of Registered Keys and Locks.—When a registered pouch is opened at the post-office of destination the lock must be at once placed in the safe of the registry branch of the post-office, where it must be kept until needed for use again. The keys used in opening registered locks must be attached to the safe by a chain, and must not be detached therefrom or be handled by anyone save the postmaster or the clerk in charge thereof, or a post-office inspector, when, in the course of investigation, he may specially require it. In any case where the registry key of a post-office is so demanded by an inspector, the postmaster, unless satisfied of the entire propriety of the demand, must report the facts at once to the Chief Post-Office Inspector and to the Third Assistant Postmaster-General.

Sec. 1187. Registered Pouches that have Missed Connection.—Transit registered pouches which by reason of having missed a connection, or

otherwise, have been brought into an intermediate exchange office, must be treated as follows:

1. The pouches should not be opened while thus delayed, except as below provided for. Great care should be exercised by the postal officer who is the temporary custodian of them, to guard and keep them secure from depredation, to enter in his transit book the lock numbers and the hour of arrival and departure, and, in passing receipts for the pouches, to note whether the numbers of the locks on leaving are identical with the numbers of the same locks when entering such office, so as to prove that the lock has not been tampered with while thus delayed in transit.

2. Such pouches should be dispatched to destination by first mail, unless they should be found to be in a damaged condition, when they must be treated as required by sections 1182 and 1183.

3. After the opening and examination provided for in sections 1182 and 1183, the matter must be repouched, and the pouch bill must be indorsed "POUCH DELIVERED TO THIS POST-OFFICE BECAUSE OF —. CONTENTS, ———," (correct or incorrect as the case may be, the disagreement being stated), and signed by two clerks.

4. The registered packages called for on the pouch bill must be entered on the transit book, and the pouch, with its bill and original contents therein, must be fastened by the same lock (unless the pouch or lock is damaged, in which event it will be replaced by a good one, such action being noted on the bill), and be dispatched by the next mail to the post-office for which it was intended. The pouch-bill should also be indorsed with the new number of the lock on which the pouch is redispatched.

5. In case the original pouch be damaged a new pouch must be substituted.

6. All damaged pouches and locks getting into an office under such circumstances must be promptly sent to the Department with a report of the facts; if any packages shall be missing, report should also be made to the Chief Post-Office Inspector; and under any circumstances the miscarriage or misconnection of the pouch should be reported to the Third Assistant Postmaster-General.

Sec. 1188. Discrepancy between Bill and Pouch.—If the contents of a registered pouch do not agree with the pouch bill, the fact must be immediately noted thereon, as well as on the coupon, and a report sent by mail to the Third Assistant Postmaster-General. In addition, in cases where there are entries on the bill for which no corresponding registered packages are found, the discrepancy must be telegraphed to the dispatching post-office, in order that the error may be rectified or immediate action taken concerning the loss. (See also section 1180.) Where there are packages in the pouch for which there are no entries on the pouch bill, the particulars must be stated on the coupon to be returned to the mailing office, or in a letter to accompany such coupon. The packages, if missent, should be promptly re-registered to their *proper* destinations.

Sec 1189. Damaged Registry Locks and Keys.—Damaged registry locks and keys must be securely enveloped, and sent registered to the Mail Equipment Division, Office of Second Assistant Postmaster-General, Washington, D. C. Damaged pouches should be labeled "DAMAGED POUCH, FROM POST-OFFICE AT ———, RETURNED TO THE MAIL-BAG REPAIR SHOP, WASHINGTON, D. C.;" and should be sent without a lock in the registered pouch for Washington, D. C. If the sending post-office does not exchange registered pouches with Washington, the damaged pouch must be sent in the registered pouch for the post-office nearest that point with which such pouches are exchanged, and will be forwarded in same manner from that post-office.

Sec. 1190. Special Attention to Rotary Locks.—Postmasters authorized to open and dispatch registered pouches or inner sacks, and all postal employés who handle them in transit, should make the condition of every rotary lock attached thereto an object of special attention, in order that any damage which it has sustained may be detected, and the lock set aside for immediate return to the Second Assistant Postmaster-General, or to the Third Assistant Postmaster-General when the damage exists in connection with a discrepancy between the lock and the pouch bill, as hereinbefore directed.

Damaged registry locks must under no circumstances be used after the damage has been discovered; nor must damaged registry pouches or inner sacks be used where the damage is such as to give any opportunity for depredation.

Examination should also be made to see whether the locks on pouches and sacks are carefully fastened, in making which examination the locks should be shaken or tried to see whether the shackle can be removed from the shackle post.

Sec. 1191. Pouch or Blank must be delivered.—Railway postal clerks must ascertain what registered pouches are to be daily transmitted over their routes, and must in no case leave their terminal post-offices without demanding the regular pouches or that the blank used stating the reason for absence of pouch be given them. Either the pouch must be delivered or the blanks stating reason for failure. If they are not sent, the postal clerk must note on his registry book the reason why. This course must also be pursued with regard to such registered pouches as they should regularly receive from connecting railway post-offices. By such means the post-office at which the pouch is due will be informed of the cause of the delay by the railway postal clerk whose duty it is to bring it in. This information must in every such case be reported to the postmaster by the postal clerk.

Sec. 1192. Pouches Taken to Terminal Post-Offices.—Railway postal clerks must, in every case where possible, deliver the registered pouches direct to the connecting railway post-office. But if connection with other railway post-offices cannot be made, the pouches must be taken into the terminal post-offices and receipt obtained for them.

Sec. 1193. Disposal of Pouches in Bad Order in Transit.—When a reg-

istered pouch is delivered to a railway postal clerk he must, before receipting for it, verify the lock numbers and assure himself that the registered lock and pouch are in good order. If either is not, his receipt must show that fact, and the pouch must be taken by him into the terminal post-office of his route, if such post-office exchanges registered pouches. If the terminal post-office of his route is not a registered-pouch office, or if there is no registered-pouch office on his route the pouch must be forwarded until it reaches such an office, care being taken that none of its contents are lost. Postal clerks must keep a record of the facts in all such cases for future reference.

INNER-SACK SERVICE.

Sec. 1194. Regulations Governing Inner-Sack Exchanges.—In conducting inner-sack exchanges postal officers will be guided by all the foregoing regulations relating to registered-pouch exchanges, whenever they are not manifestly inapplicable.

Sec. 1195. Kinds of Sacks and Locks to be Used.—No sacks but the regular inner sacks should be used for inclosing registered matter between inner-sack exchange offices, and only the regular rotary locks which are used for registered pouches.

Sec. 1196. Offices Between Which Inner-Sack Exchanges May be Established.—When the registered matter in transit is sufficient to justify it, inner-sack exchanges may be established between post-offices on the lines of postal-clerk mail service, one or both of which are non-terminal, also between post-offices supplied by postal-clerk mail service and post-offices supplied by star service. In exceptional cases these exchanges may be established between offices each of which is a terminal for postal clerks on different lines of Railway Mail Service covering the proposed route of transmission, and where it is also impossible to effect the meeting and hand-to-hand exchange of direct receipts between postal clerks required for a registered-pouch exchange. In applications or recommendations for such exceptional cases, all the facts must be reported to the Third Assistant Postmaster-General.

Sec. 1197. When Inner Sacks must be Bagged with Other Mail.—Where an inner sack cannot be delivered direct and a hand-to-hand receipt obtained, postal officers must invariably bag the inner sack with the mail dispatched in ordinary locked bags. They will place within the outer mail bag a registered-package card receipt, describing the inner sack according to label and giving the fixed and rotary numbers of the lock. In signing registered-package receipts each inner sack will be counted in the total as one piece.

Sec. 1198. Cases where Inner Sacks may be Pouched with other Packages.—Inner sacks may be pouched with other registered packages when in transit, and should be entered on all bills and transit records by the descriptions shown on labels and by the fixed and rotary numbers on locks.

BRASS-LOCK REGISTRY SERVICE.

1199. **Brass-Lock Pouches to be Dispatched only as Directed.**—Post- s will dispatch registered mail in brass-lock pouches only to such and at such times as may be directed by the Third Assistant ster-General.

1200. **Care to be taken of Brass Keys.**—Postmasters are enjoined to pecial care of the brass keys, which should as far as possible in the custody of one person in the post-office, and such record be kept that it may be shown beyond question what individual employé in each post-office used or had in his possession the key given day concerning which inquiry may be made.

1201. **Brass-Lock Keys to be kept in Safe.**—When not in actual use ss-lock keys should be placed in a safe, if there be one in the ice, and the keys used in opening the brass locks should be at- to the inside of the safe by a chain.

1202. **Locks and Keys not to be Irregularly Handled.**—The brass nd keys should never be exhibited to nor handled by any one han the special custodian of the same, and should never be used purpose except as specially authorized.

1203. **Locks and Keys not to be Carelessly Used.**—Loss of the brass r the keys or carelessness in the use of the same, so far as relates security of registered matter, will be considered a subject for action by the Department.

1204. **Ordinary Through Mails to be sent in Brass-Lock Pouches.**— ock pouches must also be used for the interchange of ordinary h mail, provided it does not interfere with the proper transaction registry business.

1205. **All Registered Matter in One Brass-Lock Pouch.**—If more than ss-lock pouch be required for both the registered and the ordi- tter mail by any one dispatch, postmasters will, as far as prac- , avoid a division of the registered portion of the mail, and place ne in one pouch or as few pouches as will contain it.

1206. **Separate Receipts Where Two or More Pouches Are Sent.**— two or more brass-lock pouches are used in any one dispatch, te registered-package receipts should accompany each pouch; such cases a note should be made at the foot of each registered- e receipt specifying the number of pouches sent, as follows: — BRASS-LOCK POUCHES SENT BY THIS DISPATCH."

1207. **No Accumulation of Brass-Lock Pouches Permitted.**—If more ne usual number of brass-lock pouches are received at one time ny post-office the extra locks and pouches must be returned to ding post-office by the next mail, duly billed and recorded, in that each post-office may have its proper complement of locks uches.

1208. **Brass-Lock Pouches Not to Pass Brass-Lock Offices.**—It is not ed that brass-lock pouches shall be exchanged with or pass by

any other than the first brass-lock post-office on the route, for which they should be properly labeled and registered-package receipts prepared for such office direct.

Sec. 1209. Miscarriage of Brass-Lock Pouches.—If, by any extraordinary circumstance, a brass-lock pouch should be brought into a brass-lock office for which it is not intended, it must at once be opened, the registered packages contained therein checked and indorsed, and the accompanying registered-package receipt must also be indorsed: "POUCH DELIVERED TO THIS OFFICE BECAUSE OF ——— ———. CONTENTS ———" (correct or incorrect, as the case may be, the disagreement being stated). Signed ——— ———, P. M., ———. The packages called for must be entered on the transit book, with full particulars, and the pouch with its original contents dispatched by the next mail to the post-office for which it was intended. If such a pouch, properly labeled, is left by mistake at an iron-lock office, it should be forwarded unopened by first mail to destination.

Sec. 1210. Witnessing Mailing and Receipt of Brass-Lock Pouches.—Where practicable, two persons should be present at the mailing and receipt of registered packages in brass-lock pouches.

Sec. 1211. Report of All Irregularities.—All discrepancies and irregularities must be recorded, and a report of them sent by mail to the Third Assistant Postmaster-General.

CHAPTER THIRTY-EIGHT.

THE HANDLING OF REGISTERED MATTER BY RAILWAY POSTAL CLERKS.

Sec. 1212. Packages Between Post-Offices and Postal Cars to be Pouched.—Postal clerks must place registered packages under cover of a leather pouch (as far as the size of the packages will permit) in conveying them to and from the terminal office and the postal car, and must keep the pouch in their personal charge and accompany the wagon on which it is conveyed to the train. Registered pouches must also be delivered direct to the terminal post-office, where it is the office of destination; otherwise, direct to the connecting railway postal clerk whenever that is practicable. (See section 1224.)

Sec. 1213. Railway Postal Clerk's Registry Books.—Railway postal clerks will be furnished by their division superintendents with registry books provided by the Department, for the purpose of keeping a record of all registered matter passing through their hands. Postal clerks will in no case allow their registry books to go out of their possession until they leave the service.

Sec. 1214. Record of Matter to be Kept.—An entry of the number, postmark, date, and address of every registered package, as well as of the *lock numbers* and labels of every registered pouch and inner sack pass-

ng through their hands, must be made in the registry book from the ackage, pouch, or sack itself, and not from any accompanying memoanda, by every railway postal clerk; and where it is possible, receipt or the packages must be taken direct at the time of their delivery in he proper column of the book. (See section 1063.)

Sec. 1215. Receiving Registered Matter at Terminal Post-Offices.—Before eaving the terminal post-office the proper railway postal clerk must eceive and receipt for all registered pouches, inner sacks, and registered packages tendered him by the postmaster or proper clerk, and ecome personally responsible for their care until their delivery into he hands of the proper postmaster or other authorized agent of the)epartment, or their disposal as required by the regulations of the egistry system. Before receipting for a registered package, a registered pouch, or an inner sack the postal clerk must be absolutely sure hat it is in good condition, and that an accurate description of it is entered upon the receipt. To this end he must examine closely the package, pouch, or sack, and in either of the two latter cases the lock numbers and label. The lock should also be tried, as required by section 190. To receipt for registered packages, registered pouches, or inner sacks, without making the close examination above required, will be egarded as a serious delinquency. Receipting for registered packages, ouches, or sacks by totals, where two or more are transferred, is positively forbidden. (See section 1193.)

Sec. 1216. Receipts for Registered Matter.—Railway postal clerks must n all cases obtain a receipt for registered matter from the persons to hom it is delivered. In the delivery of registered-package envelopes hey should be arranged in the same order in which they are entered n the registry book. Registered matter must not be left at terminal ffices under any circumstances without a receipt for the same being rst obtained. Receipts for registered matter must always be signed ith pen or indelible pencil; stamped signatures are forbidden.

Sec. 1217. Postmarking and Returning Registered-Package Receipts.—To rotect themselves against fraud in the matter of receipts given to postasters and others for registered matter, railway postal clerks may affix ie imprint of their postmarking stamps on each receipt as many times s there may be packages, and return the package receipts by next mail) the sending postmaster or employé of the Railway Mail Service. lee section 1060.) If a registered package should be received by a)stal clerk without an accompanying registered-package receipt, he ıall fill out a receipt for it and send it to the postmaster from whom he ceived the package, and report the fact to his division superintendent.

Sec. 1218. Registered Matter not to be Delivered to Employés of Railroad mpanies.—Railway postal clerks must not deliver registered matter) messengers employed by a railroad company, nor to any mail carrier, nless specially instructed. It must be placed in a pouch together ith the receipt to be signed and returned.

Sec. 1219. Illegible Postmark on Packages.—The first recipient of a registered package bearing an illegible postmark should write on the package the name of the office or railway postal car from which it was received.

Sec. 1220. Comparison of Package with Accompanying Receipt.—When a registered package is delivered to a railway postal clerk he must carefully examine it and compare it with the receipt, and indorse the condition of the package upon it. He will then note the condition of the package upon the receipt, and date, sign, and return it. (See sections 1075 and 1081.)

Sec. 1221. Failure to Properly Fill out Package Receipts.—Registered package receipts must be properly filled out by the sending postmaster or railway postal clerk. Failure to properly perform this duty should be reported to the division superintendent. (See section 1060.)

Sec. 1222. The Pouching of Matter by Railway Postal Clerks.—When registered matter cannot be delivered direct to a postmaster or postal clerk, on a connecting car, and it has to be placed in a pouch for delivery to a post-office, the postal clerk will properly fill up a registered package receipt to accompany it, and place such receipt in the package of letters to be distributed at the post-office. Registered matter in such cases must be placed in a pouch which must be securely locked and labeled to the connecting post-office. It must never be pouched to distant post-offices so as to pass junction post-offices without examination and record, unless authorized in exceptional cases by the Third Assistant Postmaster-General after recommendation and a full report by the General Superintendent of Railway Mail Service. Registered-package receipts should be prepared as instructed in section 1060.

Sec. 1223. Check Return of Registered-Package Receipts.—On the return of a registered-package receipt, properly indorsed and signed, the railway postal clerk must check the date of return on his registry book, and retain the receipt for future reference. Should the receipt be not returned within a reasonable time, he will prepare a duplicate and send it to the postmaster for signature. If neither the original nor the duplicate receipt is returned within a proper time, a report of the case, with all the particulars, must be promptly made to the division superintendent.

Sec. 1224. Matter for Delivery to a Connecting Postal Car.—When a railway postal clerk arrives at the terminus of his route, he must deliver to a connecting railway postal clerk all registered matter deliverable on the route of such clerk, when practicable. If he fails to meet such railway postal clerk, he must deliver the matter, including registered pouches and inner sacks, into the terminal post-office, with the registered matter deliverable at such office.

Sec. 1225. Regulations Concerning Registered Pouches and Inner Sacks.—Railway postal clerks will be governed by all regulations concerning registered pouches and inner sacks, except where such regulations are clearly inapplicable to their duties.

TITLE VIII.

THE MONEY-ORDER SYSTEM.

INTRODUCTION.

c. 1226. Object of the System.—The object of the Money-Order Sys- is to secure safety in the transfer of small sums of money through mails.

c. 1227. Postmasters should Recommend the System to the Public.—The artment expects postmasters to recommend the money-order system he public, and they should seek, by every proper endeavor, to en- age the use of that system.

c. 1228. Postmasters should Conform Strictly to These Regulations.— utility of the money-order system depends greatly upon the effi- cy of postmasters who conduct its business; they should be cour- s, attentive, and accurate, and should study these regulations and form strictly to them.

CHAPTER THIRTY-NINE.

GENERAL PROVISIONS.

c. 1229. What Post-Offices may be made Money-Order Offices.—Bond uired.—Any postmaster whose compensation is not less than $200 annum may, upon application made in the form of an ordinary let- and mailed to the Superintendent of the Money Order System, t-Office Department, Washington, D. C., be authorized to issue and ay domestic money orders, provided he first file in the Department w bond, with at least two sureties, conditioned for the faithful per- mance of all duties imposed upon him by law in the transaction of money-order as well as the postal business. The penalty of such bond is fixed with reference to the amount of business transacted he post-office; for example, in the case of one of the smaller offices— is to say, one at which the annual compensation of the postmaster s not exceed $200—the penalty is usually $2,500, divided as follows: he money-order business $1,500 and for the postal business $1,000. rinted form for such new bond will be furnished by the Depart- t, with full directions concerning the execution thereof.

Sec. 1230. Compensation for Transaction of Money-Order Business.—The compensation of postmasters at *third and fourth class* post-offices, as fixed by law, for the transaction of money-order business, is 3½ cents for each domestic or international money order issued, paid or repaid; 1 cent for each postal note issued, and three-fourths of a cent for each postal note paid thereat.

At the close of each quarter, or as soon thereafter as practicable, the amount due a postmaster on money-order account will be computed by the Auditor of the Treasury for the Post-Office Department, who will notify the postmaster how and when he may take credit for such sum.

Postmasters at *first and second class* offices do not receive any compensation for the transaction of money-order business, but the Postmaster-General is authorized by law to make an allowance to each of these postmasters for the payment of clerks employed by him in that business. Such allowances, however, are not separately made on money-order account, but are included in the general allowance for clerk hire at each first and second class post-office, and are based upon, but do not exceed, the rates of compensation given to postmasters for money-order business at third and fourth-class offices, as above specified.

In case any office is designated to receive on deposit surplus money-order funds from other post-offices the allowance for compensation therefor shall be 3½ cents for each certificate issued in acknowledgment of the receipt of such funds.

Sec. 1231. Office Hours.—Postmasters at third and fourth class post-offices doing a money-order business must keep their offices open for the transaction of such business during the hours for the dispatch of postal business with the public thereat. (See Sec. 436.) First-class post-offices will keep open for the transaction of money-order business from 9 a. m. until 5 p. m., while second-class post-offices and stations of first and second-class offices will be open to transact such business from 8 a. m. until 6 p. m.

Sec. 1232. No Money-Order Business on Sunday.—Postmasters must not transact any money-order business on Sunday.

Sec. 1233. Books and Blanks furnished by the Department.—When a post-office is designated as a money-order office the postmaster will be furnished by the Department with the books required to be kept and with the necessary blank forms for conducting the money-order business. Postmasters should not allow their stock of blanks to become exhausted, but make timely application for a new supply. Economy in the use of blanks is to be observed.

Sec. 1234. Books to be kept.—The books to be kept at money-order post-offices are:

1. A register of money-orders issued, in which must be recorded daily the particulars of all orders issued.

2. A register of advices received, in which the particulars of such advices are to be entered upon receipt, and in which the date of payment of the corresponding order must be carefully recorded.

3. A cash book, showing the debit and credit transactions of each day.

They contain printed instructions which so explicitly direct postmasters that no mistakes need occur in keeping these books, which must be fully written up before the close of each day, and should furnish a complete record of the money-order business of the post-offices to which they are supplied. The registers and cash books, being the property of the Department, must be retained on file in post-offices as permanent records, and when a postmaster retires from office he must turn them over to his successor. (See Sec. 1238.)

Sec. 1235. Postmasters not to act as Agents in Competitive Business.—Postmasters at money-order offices must not accept from any express company, banker, banking institution, or other coporation, or firm, any agency for the issue or payment of money orders, drafts, bills of exchange, or similar instruments for the transmission of money, whether such individual, company, or corporation transact business within the United States only or between localities in the United States and in foreign countries, and must not permit any employé of the post-office to transact the business of such agency.

Sec. 1236. Clerk to be Designated by a Postmaster to Act for Him.—Upon taking charge of a money-order post-office, the postmaster should promptly forward to the Superintendent of the Money Order System, for the approval of the Postmaster-General, an authorization empowering one of the clerks of the post-office to discharge all the duties of the postmaster in case of his sickness or unavoidable absence. Such authorization should be made out in duplicate upon Form No. 6834, furnished by the Department. This authority may not be delegated to more than one person at the same time at an office.

Sec. 1237. Signature by Clerks for Postmasters and by Acting Postmasters.—When it becomes necessary for a designated clerk to sign money-orders, the name and title of the postmaster must first be written, thus, "John Doe, postmaster," and beneath it the name of the clerk authorized to sign for the postmaster.

Every person who is placed by the sureties of a postmaster in charge of the post-office should, until otherwise instructed by the Department, sign money orders and other official papers after the following form:

JOHN DOE, *Postmaster.*
By RICHARD ROE, *Acting Postmaster.*

Sec. 1238. Duties of a Retiring Postmaster.—The duties of a retiring postmaster may be summed up as follows:

1. When he turns over the office to his successor he must deliver to the latter in cash all money-order funds of the office due to the United States, and take duplicate receipts therefor, one of which he will forward, without delay, to the Superintendent of the Money Order System with a final money-order statement (see third paragraph of this section), and the other he will retain for his own protection.

2. He should then transmit to the Department a final statement of

his money-order business transacted since the date of the last completed money-order statement furnished by him, even if the period embraced is a fractional part of a week only.

NOTE.—*Certificates in transit:* If the outgoing postmaster has made a remittance of surplus funds to his depository, for which he has not received a certificate of deposit on the day the office is taken charge of by his successor, *the latter must not receipt for the amount of such remittance, nor make any entry thereof in his accounts.* The outgoing postmaster should delay forwarding his final statement until he shall have received the certificate, and will take credit for the amount thereof in that statement, thus closing his account.

3. In the "summary" of this final statement he should take credit for the amount of money-order funds actually turned over to his successor in cash.

4. He will forthwith deliver to his successor all the money-order books, money-order and advice forms, postal-note forms, blank money-order drafts, money-order stamps, postal-note punches, all blanks, circulars, and instructions which have been received from the Department, and also all advices on hand of money orders drawn upon him—whether paid or unpaid. In fine, everything pertaining to the money-order business and furnished by, or at the expense of, the Department must promptly be turned over by a retiring postmaster to his successor.

5. He will take duplicate receipts from the latter for whatever is thus turned over to him, and transmit one of the receipts to the Superintendent of the Money-Order System. This receipt must distinctly state the first and last numbers of the money-order and advice forms, of the postal-note forms, and of the blank money-order drafts delivered to his successor.

6. The receipts for money-order funds must be separate and distinct from those for *supplies* thus turned over.

Sec. 1239. Duties of an Incoming Postmaster.—Upon taking charge of a money-order post-office, the postmaster will obtain from his predecessor full information as to the condition of the accounts of the post-office, the place of deposit, etc., and he will debit himself in the money order cash book and in his first money-order statement with the amount of money-order funds received in cash from his predecessor. If the latter has been furnished with a credit on the postmaster at New York, on money-order account, the new postmaster will apply at once to the Superintendent of the Money Order System for a transfer to himself of the unexpended balance of that credit, or, if there be no balance, for a renewal of such credit in his favor.

Sec. 1240. Special Permission Required for Expenditures on Money-Order Account.—Postmasters at *third and fourth* class post-offices are not authorized to incur, without special permission from the Department, any expense whatever on account of the money-order business, except for necessary *stationery* to be used exclusively in that business. Postmasters at *first and second* class post-offices will be supplied by the Department with such articles of stationery as are required by them in con-

ducting their money-order business whenever the same can be obtained under an existing contract with this Department, *except ink and mucilage*, which they may purchase at the lowest market price.

Postmasters will bear in mind that all blank books and blanks, as well as money-order dating stamps, stamp ribbons, postal-note punches, etc., required in the transaction of the money-order business are not to be purchased by them, as such articles will be furnished by the Department upon application therefor to the Superintendent of the Money Order System. They will take credit in the "Summary" of the money-order statement under the head of "Incidental expenses" and in the cash book for all authorized expenses incurred on money-order account, and will forward with the statement proper vouchers for the credits claimed therein. Such vouchers must specifically state that the expense was incurred on money-order account.

Sec. 1241. Specially Printed Envelopes to be Used by Postmasters at Money-Order Offices.—Printed envelopes of several kinds and sizes are to be exclusively used by postmasters in the transaction of their money-order business. The printed matter upon each envelope contains explicit instructions as to the use to which such envelope is to be put, and postmasters are requested to take care that their money-order mail matter is placed in the proper envelopes.

Upon application to the Third Assistant Postmaster-General, postmasters at money-order post-offices will be supplied with a sufficient number of envelopes of the sizes and kinds required by them in the transaction of the money-order business, except envelopes to be used for the purpose of transmitting to the Department *paid postal notes* and postal notes treated as "not issued." This special kind of envelopes will be furnished to postmasters by the Superintendent of the Money Order System.

Sec. 1242. Letters on Money-Order Business not to be Inclosed with Money-Order Statements.—Letters addressed by postmasters to the Superintendent of the Money Order System, or to the Auditor of the Treasury for the Post-Office Department, must never be inclosed with the money order statements, but should be sent separately under cover of proper envelopes, on which the postmasters should write, opposite the word *Contents* at the upper right-hand corner of the envelope, a brief description of the nature of the matter inclosed.

Sec. 1243. Postmasters Responsible for Loss of Money-Order Forms.—Postmasters must keep their stock of blank money-order and advice forms in their own custody, under lock and key, in some place of security, to which unauthorized persons can not have access, and they will be held responsible for any loss which the Department may suffer arising from fraud made possible through a disregard of this regulation.

Sec. 1244. Notice of Changes in List of Money-Order Offices.—On receipt by postmasters of each number of the Postal Guide they must carefully observe all circulars therein from the Superintendent of the Money Order System and orders concerning the same, and note in their list of money-order offices all changes mentioned.

CHAPTER FORTY.

ISSUE OF DOMESTIC MONEY ORDERS.

Sec. 1245. No Money Order to be Issued on Credit.—Any postmaster who issues a money order without having previously received the money therefor shall be deemed guilty of a misdemeanor, and shall be fined not less than fifty nor more than five hundred dollars. (R. S., § 4030.)

Sec. 1246. Upon what Post-Offices Money Orders may be Drawn.—Domestic money orders must be drawn upon such post-offices *in the United States only* as are enumerated in the separate published list of money-order post-offices furnished by the Department to the postmaster at every money-order office. A postmaster must not draw a money order *payable at his own office.*

Sec. 1247. Only Legal-Tender Money and National-Bank Notes to be Received and paid out in the Transaction of Money-Order Business.—Postmasters must not receive or pay out in the transaction of their money-order business any money that is not a legal tender by the laws of the United States, except national-bank notes.* Checks, drafts, or promissory notes are not in any case to be received by postmasters for the issue of money orders.

Postmasters are required to accept, and may pay out, the silver, nickel, and copper coins of the United States in amounts for which they are legal tender, but should not accept any coins which have been so mutilated as to be unfit for circulation, because the Treasury Department will not receive such coins. (See secs. 128, 129.)

Standard silver dollars of the United States are "a legal tender at their nominal value, for all debts and dues, public and private, except where otherwise expressly stipulated in the contract."

Subsidiary silver coins—that is, *the silver coins of denominations less than one dollar*—are "a legal tender in all sums not exceeding Ten Dollars, in full payment of all dues, public and private."

The minor coins (copper, nickel, and bronze) are "a legal tender at their nominal value, for any amount not exceeding twenty-five cents in any one payment."

Sec. 1248. Fees upon Money Orders.—No Single Money Order for More than One Hundred Dollars.—No single money order shall be issued for more

* Subsidiary silver coins tendered in payment for the issue of any money order exceeding the legal tender amount of such coins may be accepted, if the postmaster can dispose of them promptly in payment of orders drawn upon his office, or in exchange, without cost, for notes or drafts of the kinds prescribed in section 1404 of these Regulations for remittance of surplus money-order funds.

than $100, and the fees to be charged and exacted for domestic money orders are as follows, to wit:

	Cents.
For sums not exceeding $5	5
Over $5 and not exceeding $10	8
Over $10 and not exceeding $15	10
Over $15 and not exceeding $30	15
Over $30 and not exceeding $40	20
Over $40 and not exceeding $50	25
Over $50 and not exceeding $60	30
Over $60 and not exceeding $70	35
Over $70 and not exceeding $80	40
Over $80 and not exceeding $100	45

Sec. 1249. Aggregate Amount of Orders Issued in One Day to Same Remitter, Payable to Same Payee at a Single Post-Office, Limited to Three Hundred Dollars.—When a larger sum than $100 is required, *additional* money orders to make it up must be obtained. But a postmaster should refuse to issue in one day, to the same remitter and in favor of the same payee, money orders payable at the same post-office amounting in the aggregate to more than $300.

This regulation tends to prevent the delay and inconvenience which would arise from the presentation for payment at a small post-office of money orders for large amounts in the aggregate, which the postmaster would not have sufficient funds to meet.

Sec. 1250. No Money Order to Contain a Fractional Part of a Cent.—A single money order may include any amount from 1 cent to $100, but must not contain a fractional part of a cent.

Sec. 1251. Applications for Money Orders.—When a money order is applied for, the postmaster will furnish the applicant with a printed form of application (Form No. 6001), in which the latter must enter, or cause to be entered, all the particulars of amount, name, address, etc., required to be stated in the money order and advice.

Sec. 1252. How to Issue a Money Order.—From the items contained in the application the postmaster will make out the money order and the corresponding advice. The money order should be drawn as follows: First, the postmaster should, if necessary, consult his list of money-order offices and ascertain if the paying office mentioned in the application is contained in that list; then he should write in the space provided at the head of the application the number of the order which is to be issued on such application. Next, he should make out the order by writing therein its amount, date, and the name in full (not abbreviated) of the office upon which said order is drawn and sign the same above the word "postmaster." He should then stamp in the space provided at the upper left-hand corner of the order the name of the issuing office and the date of issue (using therefor the "money-order stamp"), collect the amount and fee (which must invariably be paid in money—*postage stamps not being receivable therefor*), and hand the order

to the purchaser. If the issuing postmaster has reason to believe that the remitter is ignorant of the proper disposal to be made of a money order, he should advise such remitter not to retain the order as a receipt, but to place it in an envelope and mail it to the person to whom he wishes the money to be paid.

Sec. 1253. How Personal Identification of the Payee of a Money Order may be Waived.—The remitter who desires to relieve the payee of a domestic money order, or his indorsee, or attorney, from the inconvenience of producing at the post-office of payment proof of his identity by the testimony of another person present, may do so by writing across the face of his application for a money order the words, "Identification of payee, indorsee, or attorney waived," and by signing the same. In such case the issuing postmaster must write the same words across the face of the money order and across the face of the corresponding advice, and must sign both statements; and the paying postmaster should require the applicant for payment, if unknown to him, to show such evidence as he may possess of his right to payment *without requiring identification by another person.*

Sec. 1254. How to Issue and Mail Advices.—The purchaser of a money order need not be kept waiting until the advice thereof is prepared. From the application the postmaster should enter all the particulars required in the advice, and stamp the latter with the money-order stamp. He should bear in mind that the numbers of the order, application, and advice must correspond; for example, advice and order No. 129 must be filled in from the application numbered 129. The given names of both remitter and payee must be entered in the advice; a married women should be described by her own name, and not by that of her husband, if the former name is known to the remitter. Thus, the appellation "Mrs. *William* Brown" is defective, as it does not accurately describe the payee, whose true name may be Mrs. *Mary* Brown. Both names and sums must be written legibly. When an applicant is unable to state the initials of the given name, or names of an individual to whom he desires to send a money order, *the postmaster must refuse to issue the money order.* A money order should always be made payable to one person or to one firm only, and not to either of two or more designated persons or firms. The issuing postmaster must transmit to the postmaster at the office of payment, *by the first mail dispatched after the issue of a money order*, the corresponding advice in a sealed envelope.

Postmasters should be careful to correctly direct the envelope inclosing an advice, and moreover not to transpose the advices; that is, for example, not to inclose in an envelope addressed to the postmaster at New York an advice intended for the postmaster at Boston.

Delay and mistakes in sending advices may prevent prompt payment, cause inconvenience and embarrassment to the payee, and thereby tend to discredit the Money-Order System. Their repetition will lead to the removal of the negligent postmaster.

Accuracy must be observed in writing both the money order and the advice, and they must bear the stamp of the *actual date of issue.* The application, having been numbered to correspond with the money order issued, must be filed for future reference.

Sec. 1255. M. O. B. Stamps.—To insure a clear impression, a special stamp known as the "M. O. B." stamp, is furnished to postmasters to be used by them in stamping money orders and advices. This stamp does not contain the postmaster's name, but only the name of the post-office and State or Territory, with the date of impression and the letters M. O. B (*i. e.*, money-order business), *and is never to be used in stamping letters.* This stamp is also used by postmasters in stamping postal notes (see Sec. 1313.)

Postmasters are warned that the "M. O. B." stamp, which has India-rubber type, should not be used with the pad of a "post-marking" stamp, as the canceling ink used on that pad would destroy the India rubber. The self-supplying ink pad furnished with the rubber stamp should alone be used for that stamp.

Sec. 1256. Postmasters must Write—not Stamp—their Names on Money Orders.—The signature of the postmaster, or designated clerk, who issues a money order must be *written* and not stamped thereon.

Sec. 1257. When Errors made in Issuing are Discovered before the Advice has gone Forward, New Order must be made out.—If an error of any kind made in issuing a money order is discovered *before the advice has been dispatched* the postmaster should withhold or take back the defective money order and make out a new money order and advice, as no erasures or alterations are permitted. The money-order form spoiled by mistake should be treated as "not issued," and no fee should be charged for the new order. (See Sec. 1258.)

If a postmaster has drawn an order through error on an office which is not a money-order office he should endeavor to recall and repay it. He should repay it to the remitter if it is presented by him; or, if it is sent to the postmaster by the payee, duly receipted, the former should treat it as "repaid to the payee." When presented by the remitter the postmaster should repay the order in money, if desired, in which case he should refund the fee from his private means; or, if the remitter desires a new order, the postmaster should pay the fee therefor from his private funds. If returned by the payee, with request to that effect, the postmaster should replace it by another order (at his own expense for fee) drawn on such money-order office as the payee may designate, and should send it to him without charge for postage.

Sec. 1258. Spoiled Money Order and Advice Forms.—Postmasters will observe that the forms for money orders and advices bear consecutive numbers for each money-order office. This numbering is intended as a safeguard against the improper use of these blanks, and therefore when through defective printing or numbering, or through mistake or accident, money order and advice forms have been spoiled, the words NOT

ISSUED must be written or stamped across both the money order and the advice. The spoiled money order, with the corresponding advice, must be transmitted to the Superintendent of the Money-Order System with the next money-order statement, in which it must be entered in its proper numerical order, with the words NOT ISSUED written opposite such entry, the particulars and amount of the money order being left blank. A similar entry must be made against the corresponding number in the register of money orders issued. No departure from this rule will be permitted, as it is imperatively required that every blank form of a book of money orders and advices sent to a postmaster shall be accounted for in the money-order statement covering the period in which the form is used.

Sec. 1259. Omitted, Duplicated, and Defective Blank Money Orders to be Reported.—Money order and advice forms should be carefully examined by the postmaster immediately upon their receipt, and all irregularities reported. Should a blank money order be omitted in the book supplied to a post-office, the postmaster will make a note thereof opposite the proper consecutive number in the money-order statement in which the money order would have appeared if supplied, and a similar memorandum in his register of money orders issued. Should any of these blanks be defective or mutilated, the postmaster will cancel them by writing across the face of each the words NOT ISSUED, and cut out and return them to the Superintendent of the Money Order System, and treat such blank or blanks as "Not Issued." Should he find two blank money orders bearing the same number, he will cancel one of them and return it to the Department.

Sec. 1260. Money Orders to be Recorded.—Before the close of each day every postmaster must record in his "Register of Money-Orders Issued"—as directed by the headings therein—all the particulars of orders issued at his office during that day, as shown by the applications therefor; and any subsequent action taken in reference to these orders (such for instance, as repayment, the issue of duplicates, etc.) will be noted opposite the entry in the register under the head of "Remarks."

Sec. 1261. Advices to be Compared with Applications.—For the purpose of verification, advices should, before they are mailed, be carefully compared with the applications for the corresponding money orders.

Sec. 1262. When Second Advices should be Issued.—When a second or duplicate advice is required in consequence of the original advice having been spoiled in issuing a money order, or when the original advice is reported not to have reached its destination, or when it is necssary to readvise for any reported discrepancy in number, name, or amount, one of the spare advice forms headed "Second Advice" must be used. Whenever the issuing postmaster receives a "Letter of Inquiry" from the postmaster at the post-office of payment, in "case of discrepancy between the advice and the statement of the payee," the former will

carefully examine the original "application," and if it agrees with the statement of the payee, make out a "second advice" from the application. If, however, the application agrees with the first advice, the issuing postmaster will, when practicable, ascertain from the remitter what correction, if any, is required in the application, and draw the "second advice" accordingly. The paying postmaster also, when the name given in the advice differs from that of the person claiming to be the payee, should advise the holder to write to the remitter, requesting the latter to make such amendment as may be necessary in the application, so as to enable the issuing postmaster to furnish a correct advice. But in case the remitter can not be readily found, the postmaster will simply draw, in accordance with the particulars contained in the application, a "second advice," and write thereon the words REMITTER NOT FOUND.

Sec. 1263. Amount of Money Order to be in Writing.—The amount named in the body of the money order must invariably be expressed in letters and *not in figures.*

When money orders are issued for sums less than one dollar, or for an amount in complete dollars, the spaces for "dollars" or "cents," as the case may be, both at the head and in the body of the order, must be filled in with a heavy dash; thus, | —— 98 | or | 5 —— | at the head, and ——— dollars and ninety-eight cents, or five dollars and ——— cents in the body, so as to prevent effectually any alteration in the amount of the order.

Sec. 1264. When Mistakes Made in the Issue of Money Orders are not Discovered until after the Advice has Gone Forward.—(1) When the remitter of a money order desires to change the place of payment of the same, or when a mistake has been made in drawing a money order through error of either the remitter or issuing postmaster, the latter should, *in case the advice has gone forward*, repay the original order upon the signature of the remitter, and issue to him another in its stead exacting a new fee therefor from the remitter *if he was in error. If the postmaster was at fault*, he will be held responsible, and must charge himself with the proper fee for the new order.

(2) Furthermore, the issuing postmaster will, by the first mail, dispatch a special notice informing the postmaster at the post-office drawn upon of the repayment of said money order. The special notice is not to be used instead of the proper accompanying advice of the new money order, *but is additional to it.* A postmaster must not issue a new money order in lieu of another *until the original money-order shall have been returned to him.*

Sec. 1265. Duty of Issuing Postmaster when Remitter is also the Payee.—Remitters of money orders are sometimes the payees also thereof, having purchased them for protection against the risks of loss incident to travel. Postmasters issuing orders in which remitters and payees are identical, should obtain the signatures of the remitters on the advices

of such orders. A strict observance of this precaution will, by enabling the paying postmaster to compare signatures, oftentimes afford him aid in identifying the payees who are in the situation described. Postmasters, however, are not thereby relieved of responsibility for improper payment in cases of this kind.

For the purpose above indicated, the signature of the remitter of a money order in his own favor may be given on the margin of the corresponding advice in this wise: SIGNATURE OF REMITTER, WHO IS ALSO THE PAYEE—JOHN SMITH.

CHAPTER FORTY-ONE.

PAYMENT OF DOMESTIC MONEY ORDERS.

Sec. 1266. Money Order must not be Paid until Advice is Received.—No money order shall be paid until the corresponding *original* or *second* advice has been received.

Sec. 1267. Advices to be Examined upon Receipt.—Every advice should be examined by the postmaster immediately upon its receipt to ascertain whether it is drawn upon his office. If it is not so drawn the postmaster should write the word "MISSENT" at the upper margin of the advice, place an impression of his dating-stamp upon its face, and mail it forthwith to its proper destination.

Sec. 1268. Postmasters must Provide for Prompt Payment of Money Orders.—It is the special duty of the postmaster to provide as far as possible against delay in the payment of money orders on presentation.

Should it happen that he is called upon to pay money orders to an amount greater than the money-order funds in his hands, he must transfer from his *postal* account to his money-order account, in the manner described in sections 1395 and 1397 of these regulations, a sum sufficient to pay the orders. In case the available postage funds are insufficient he should transfer a smaller sum, if practicable, and in forwarding the notification of this transfer make application to the Superintendent of the Money-Order System for the additional sum required. A special draft, payable at New York, N. Y., and readily negotiable, will then be sent to him with complete instructions regarding its use.

Should a postmaster who has sufficient funds, whether arising from the issue of money orders or from postal receipts, in his hands, refuse to pay when duly presented, money orders drawn upon his office, such refusal will be deemed cause for his immediate removal.

Sec. 1269. A Postmaster must not Pay a Money Order that is not Drawn on his Office.—A postmaster may repay a domestic money order issued by him (see Sec. 1285), but in no other case will he be allowed credit for payment of a money order not drawn on his office.

Sec. 1270. Precautions to be Taken before Paying Money Orders—When a oney order is presented for payment, the postmaster will first examine to see that it is properly signed, stamped, and drawn; he will then mpare the date, number, and amount with the advice, or with the cord thereof in the register of advices received, and satisfy himself at the applicant is the person entitled to payment. Unless the appli- nt for payment of a money order is known by the postmaster to be e rightful owner thereof, such applicant should be required by the stmaster to prove his identity.

Special caution should be exercised in the payment of money orders women or to soldiers and sailors, as well as to persons unable to eak English. If a money order be paid to the wrong person through ck of necessary precaution on the part of the postmaster, he will be eld accountable for such payment. Whoever identifies the payee of a oney order should be required, before payment is made, to write his ame and residence on the back of the corresponding advice, under a atement that he knows the applicant for payment to be the person he presents himself to be. Before paying a money order the postmaster ust see that the same is signed at the place for receipt, on its face, by he payee thereof, or by the person authorized by the payee to receive ayment. This signature must be that of the person who presents and eceives payment of the order. Care should be taken that the signa- ure of the payee be not inconsistent with the name given in the ad- ice. If the payee be unable to write, he must sign the receipt by aking his mark, to be witnessed in writing. The witness should sign is name, with his address, in the presence of the postmaster, and the atter will then certify the payment by adding his own initials. The witness should be known to the postmaster, but it is desirable (though not imperative) that he be not connected with the post-office. The postmaster, or his authorized clerk who makes payment of the money order, should not act as the witness himself. It is not absolutely neces- sary that the witness should be personally acquainted with the payee. When the payee of a money order is a society or corporation, the officer or person who has authority to receive payment of moneys due such payee must sign the receipt on the money order in his official capacity; and the paying postmaster may require satisfactory proof that such applicant for payment is duly authorized to sign and to receive payment of the money order.

Sec. 1271. Payment of Money Orders not Properly Issued to be Refused.—Should the stamp of the issuing postmaster and the written date *both be wanting* upon a money order, the postmaster at the post-office upon which it is drawn must decline payment; but a money order lacking the impression of the stamp of the issuing post-office may be paid, pro- vided the money order is not defective in any other respect and that the corresponding advice on hand *is duly stamped.* Money orders from which the stamp of either post-office has been omitted will be rejected as vouchers by the Department, and will be returned to the post-

master at fault to have the omission supplied. Payment may likewise be made notwithstanding the absence of the written date, provided the stamped date is not wanting and there are no other obstacles to payment.

Payment of a money order should not be withheld because the amount in the body of the order is expressed in figures and not in letters, if the amount thus expressed is the same as that named in the upper right hand corner of the order and in the advice; but the paying postmaster in such case, giving the name of the issuing office, should call the attention of the Superintendent of the Money-Order System to the violation of section 1263 in the use of figures where letters should have been employed.

Sec. 1272. Payment of Money Orders to be Withheld; When.—(*a*) Payment of a money order may be withheld by the paying postmaster upon the receipt of a written request from the issuing postmaster or the remitter for a sufficient time to enable the remitter to furnish the paying postmaster with proof that the money order was procured by him through false representations or other fraudulent action of the payee, who is furthermore alleged by him to be engaged in conducting a scheme or device for obtaining money through the mails by means of false or fraudulent pretenses, representations, or promises. This case, together with the proof furnished, must be referred to the Department, in order that the Postmaster-General may, under the authority vested in him by law, if the evidence is satisfactory to him, forbid the payment of the money order, and direct the return of the amount thereof to the remitter upon application of the latter for a duplicate. (*b*) In cases in which payment of a money order to the payee is not forbidden by the Postmaster-General under the conditions above mentioned, the payee is entitled to payment, "notwithstanding the protest of the remitter of the money order; and the remitter of a money order can not forbid the payment of it by any notice to the post-office at which it is made payable before it has been paid." The above quotation is from Volume XIV, page 119, Official Opinions of the Attorneys-General of the United States. The possession of a money order by the remitter, payee, or indorsee thereof is prima facie evidence of ownership.

Sec. 1273. Payment Upon Power of Attorney or to Legal Representative.—Postmasters are prohibited from paying a money order to a second person without the written indorsement to such second person by the payee on the back of the order, unless the payee has, by a duly executed power of attorney, designated and appointed some person to collect moneys due or to become due him, in which case the attorney should be required, before payment is made to him, to file at the post-office of payment a certified copy of such power of attorney, or unless the payee has given a written order addressed to the paying postmaster, which is to be filed with the latter, authorizing a second person to receive payment of and to receipt for any specific money order, or for all money *orders payable* by such postmaster to payee. When a person or firm

makes an assignment, and the assignor intends that money orders payable to his order are to be paid to the assignee, he should execute a power of attorney or give such an order separate from the instrument of assigment, to be filed in the post-office. Money orders paid upon a power of attorney or upon a written order from the payee, should bear upon their face, written or stamped in red ink, the words POWER OF ATTORNEY ON FILE, or WRITTEN ORDER ON FILE, as the case may be. When orders are paid upon an indorsement, the utmost caution should be exercised, and before paying them the postmaster must be satisfied that the signature to the indorsement is genuine, and that the person presenting the order is the one named in the indorsement. The person presenting the order should be required, if unknown to the postmaster, to prove his identity.

The name of the indorsee or attorney to whom a money order is paid should be entered in the column of "Remarks" in the register of advices received.

In case of the death of the payee the money order is to be paid to his "legal representative," whether executor or administrator, who should be required to present to the paying postmaster satisfactory evidence of his authority to act in such capacity, and to sign the receipt to the money order as executor or administrator, as the case may be. A money order payable to a firm, bank, or company which has ceased to exist must be paid to the legal representative thereof.

Sec. 1274. Advices to be Promptly Examined and Filed.—As soon as practicable after the close of each day's business all advices received during the day must be arranged and filed in alphabetical order according to the State and name of the issuing post-office, so that, whenever needed, they may be referred to without difficulty. The *paid* advices should be retained on file for a term of four years, at the expiration of which time they are to be disposed of as "waste paper" of the post-office; but all *unpaid* advices are to be carefully retained and treated as a part of the *permanent* files of the office. The postmaster is required to examine each advice when received, to see that it is properly stamped and in all respects regular, and at the same time, if found to be drawn upon his post-office, to enter the particulars thereof in the register of advices received. To avoid errors and to facilitate payment, the paid and unpaid advices should be kept in separate packages.

Sec. 1275. Second Advice to be Entered when Received.—Should a *second* advice be received, correcting the number, name, or amount of the original advice, the entry of the latter in the register should be altered accordingly, and the second advice should be attached to the original and placed on file.

Sec. 1276. Inquiry for Missing Advice.—When a money order, no advice of which has been received, is presented for payment, one of the printed "Letter(s) of Inquiry" for missing advices (Form No. 6006) must at once be sent to the postmaster who issued the order.

Sec. 1277. Duty of Postmaster when Money Order Does Not Agree with Advice.—When a money order is presented which does not agree with the advice, payment must be refused until a second advice can be obtained, unless the difference be evidently accidental or trifling, in which case the postmaster may, if he chooses, pay the money order; but he will, in such case, be held responsible if the payment should prove to be incorrect. In case the amount stated in the advice is less than that in the money order, payment of the *lesser* amount may be made to the payee at once, provided he requests it. The postmaster must then write across the face of the money order the words: "PAID $——, AMOUNT OF ADVICE, IN COMPLIANCE WITH PAYEE'S REQUEST; and must send to the issuing postmaster for a second advice. If the second advice agrees in amount with the first, no further action need be taken in the matter. Should the amount of the second advice agree with that of the money order, the postmaster will transmit to the Superintendent of the Money Order System, both advices and a full statement of the case, that he may cause the balance due on the money order to be paid to the payee.

If the amount named in the original advice is larger than that in the money order, and a second advice also names a larger amount, no more should be paid than the amount mentioned in the order, which may be paid, if the payee requests it, before the receipt of a second advice, and the case should be reported to the Superintendent of the Money Order System. If the payee declines to receive the lesser amount, he should be advised to return the order to the remitter for repayment and the issue of a new money order in lieu thereof, the fee for which should be paid by the issuing postmaster. In no event can a money order be made a valid voucher for a larger amount than that expressed on its face.

Sec. 1278. Measures to be Taken to Effect Payment of Unclaimed Money Orders.—Every care should be taken to guard against the loss of money-order advices received from other post-offices, and with this view, and to prevent their disarrangement, *unpaid* advices should be kept under lock and key. At the close of each month postmasters must carefully examine the *unpaid* advices on hand, and in every case where it is ascertained from such examination that the corresponding order remained unpaid at the end of the previous month, the postmaster drawn upon will fill up and mail to the issuing postmaster one of the forms numbered 6050 (Inquiry Relative to Repayment of Domestic Order), informing him that there is on file in the office of the postmaster making the inquiry an advice of the unpaid money order therein described. This form (No. 6050) contains, under the head of "REPLY," printed questions opposite which are blank spaces wherein the issuing postmaster should write the proper answers. After thus properly answering the questions asked by the postmaster drawn upon, the issuing postmaster should promptly return the form to the postmaster who sent it. If upon receipt

of the reply the postmaster making the inquiry should find that the order in question was drawn upon his office and had not been repaid at the office of issue, he should at once fill up and dispatch to the payee of the order a letter (Form No. 6075) informing him that there is an advice of an unpaid money order in his favor on file in the post-office, sent to him by ——— (the remitter) from ——— (the issuing post-office), and requesting him to present the original order for payment, if he have it, or, if he has not received it, to obtain the order, if practicable, from the remitter, and in the event of its loss, whether in transit by mail or otherwise, to suggest to the remitter that he make application through the postmaster at the office of issue for a duplicate order. Postmasters will keep a careful record, in the register of advices received, of every notice (Form 6075) sent to the payee of an unpaid money order, by which information is revealed to the payee concerning the particulars of the order; and if it should happen that the payee should thereafter make application for a duplicate order upon his own account, the postmaster will decline to receive his application, and will request him to cause application to be made by the remitter through the issuing office.

If, after sending such notice to the payee of an unpaid money order for two successive months, the order still remains unpaid at the end of the third month, the postmaster will fill up and address to the issuing postmaster a circular (Form 6089) advising him of the fact of nonpayment of the order, and requesting him to communicate, if possible, with the remitter, so that the latter may either present the order for repayment, if it is still in his possession, or forward it to the payee; but if the order has already been sent by mail to the payee the remitter should be advised, if he can ascertain the address of the payee, to urge him to present the order for payment. In case the remitter ascertains that the order has been lost in transit by mail, he should make application for a duplicate in favor of the payee; but in case he desires that the duplicate be made payable to himself, the requirements mentioned in section 1287 must be observed.

If the "REPLY" on Form No. 6050 advises the postmaster making the inquiry that the order in question was *not* drawn on his office, he must attach said form to the advice, and at once mail both to the postmaster at the office upon which the order was drawn, and note the fact in his register of advices received opposite the entry of the advice in question.

If, however, the "REPLY" from the issuing postmaster shows that the order corresponding to the unpaid advice in question has been repaid at the office of issue, the "Special Advice of Repayment" (Form No. 6036), which the issuing postmaster should send to the postmaster making the inquiry, must be attached to the advice and filed among the paid advices; and an entry should also be made in the register of advices received, opposite the particulars of the said advice, stating that the corresponding order was repaid at the issuing office. (See Sec. 1286.)

Sec. 1279. Contents of Advices not to be Revealed.—Except as provided for in the foregoing section, postmasters and their clerks are forbidden to reveal to any person the information contained in advices in their possession of money orders drawn upon their respective post-offices.

Sec. 1280. Paid Money Orders to be Stamped and Recorded.—After payment of a money order the date of payment must immediately be stamped upon the money order and upon the advice, and also entered opposite the record thereof in the register of advices received.

Sec. 1281. Department not Responsible after Payment of a Money Order.—After a money order has once been paid at a money-order office, by whomsoever presented, the Department will not hold itself liable to any further claim therefor; but in case of wrong payment it will endeavor to recover the amount for the owner, and, if unable to do so, will make good his loss, provided such wrong payment was not brought about through the fault of the *remitter, payee, or endorsee.*

Sec. 1282. Payment by Issue of a new Money Order.—When a postmaster receives by mail a letter containing a domestic money order drawn upon him, purporting to be receipted on the face by the payee thereof, or to be made payable to such postmaster by the indorsement of the payee, with a request to transmit to the payee by mail, *in money or by draft*, the amount of the money order, the postmaster should decline to comply with this request, and should notify the payee that he will, if the payee consents, issue a new money order, *payable to the latter*, at any money-order post-office which he may designate, for an amount equal to that of the money order received, less the fee for the new money order. Across the face of this new order should be written a statement of the transaction after this form:

"In lieu of order No. ——. Issued at ———, on this office, ——, 189—. Remitter, ———. Sent to this office, purporting to be receipted by the payee, (or *indorsed by the payee to me*, as the case may be,) for issue of new order in his favor.

——— ———,
Postmaster.

If the payee declines, in a case of this kind, to give his consent to the issue of a new money order in his favor, the postmaster will send back to him the receipted or indorsed order.

Sec. 1283. Name of State or Territory in which Office of Payment is situated Erroneously Given.—When a money order is presented for payment in which the only defect is that the name of the State or Territory in which the paying post-office is situated is erroneously given, the postmaster is at liberty to pay such money order at his own risk, provided there is no other obstacle to payment, and that he has on hand the corresponding advice of the same number and date, which advice gives correctly the name of the post-office, and of his State or Territory. After having paid a money order of this description, the postmaster will write across the face thereof the following statement:

HE CORRESPONDING ADVICE OF THIS MONEY ORDER IS CORRECTLY DRAWN ON THIS POST-OFFICE, which statement he will duly sign and date.

CHAPTER FORTY-TWO.

REPAYMENT OF MONEY ORDERS.

Sec. 1284. Repayment of Money Orders to Remitters.—If a domestic money order is duly presented by the remitter thereof at the issuing office, *after the corresponding advice has gone forward*, the postmaster should, at the remitter's request, repay the original order upon the signature of the remitter, provided the order is not more than one year old and bears not more than one indorsement. The postmaster should, by the first mail, dispatch a special notice (Form 6036, "special advice of repayment,") to the office upon which the money order was drawn, advising that office of such repayment. If the repayment was occasioned through mistake of the issuing postmaster he should return, out of his private funds, the fee paid by the remitter for the original order.

If a domestic money order is duly presented by the remitter thereof at the issuing office and the *corresponding advice has not gone forward*, the postmaster should, at the remitter's request, repay to the latter the amount of the original order and the fee therefor, and treat the order as NOT ISSUED. (See section 1258.)

A domestic money order may also be repaid at the office drawn upon to the remitter, and in such case should be marked across its face, "REPAID TO THE REMITTER," which words, and the date of repayment, should also be written in the column of "REMARKS," in the register of advices received, against the particulars of such repayment.

Sec. 1285. Repayment of Money Orders to Indorsees or Payees.—Every money order repaid must be signed by the remitter or person who procured it. But if he should be unable to make application for such repayment in person, it can be made to another party, in which case the remitter will fill in the indorsement upon the back with the name of the person to whom he wishes the payment made, and sign his own name thereto, substituting the word "remitter" for that of "payee," where the latter occurs. Postmasters must, however, exercise the greatest caution in repaying a money order to a second person. It may occasionally happen that a money order is presented for payment at the post-office of issue by the *payee*. The issuing postmaster is at liberty to pay the money order in such case, and treat it as "repaid," provided he is satisfied as to the identity of the payee. Across the face of orders repaid in accordance with the terms of this section should be written these words: REPAID TO THE INDORSEE, or PAYEE, as the case

may be, and a special "advice of repayment" should be forwarded to the post-office on which the money order was drawn.

Sec. 1286. Repaid Money Orders to be Recorded as Repaid.—In the column of "remarks" in the register of money orders issued, the issuing postmaster should enter against the particulars of every "repaid" money order the words: "REPAID TO REMITTER," "REPAID TO INDORSEE," or "REPAID TO PAYEE," as the case may be, and the date of such repayment; and in the column of "remarks," in his register of advices received the postmaster who receives a special notice of the repayment of a money order by the issuing postmaster will write the words: "REPAID AT ——— (naming the place and date) TO REMITTER, INDORSEE, or PAYEE," opposite the entry of the particulars of that order, and also upon the original advice, which, after having attached the special notice thereto, he will place on file among the "paid" advices.

CHAPTER FORTY-THREE.

ISSUE, PAYMENT, AND REPAYMENT OF DUPLICATE MONEY ORDERS.

Sec. 1287. Duplicate Money Orders; When and by Whom Issued.—In case a money order is lost in transmission or otherwise, a duplicate will be issued, without charge, by the Superintendent of the Money-Order System, on receipt of an application therefor from either the remitter, the payee, or the indorsee of the original. Such application should be made on Form No. 6002, and should be forwarded to the Department by the issuing or the paying postmaster, who should fill up such form for the applicant. The duplicate can be made payable only to the payee, or, in case of indorsement, to the indorsee of the original, unless the written consent of the payee or indorsee to the repayment of the money order, by duplicate to the remitter, shall have been obtained by the latter or by the postmaster upon whom it was drawn, and duly filed in the Department. Such written consent must bear a certificate as to its genuineness from the postmaster at the place where the payee resides. It is the duty of the issuing and of the paying postmaster to aid the remitter, as far as they may be able, in obtaining the consent required by this section. If the payee is dead, the written consent of his legal representative must be obtained, who should be required to exhibit to the postmaster who certifies to such consent the proper documentary evidence of his authority to act in that capacity. If the owner of the money order (whether the payee or indorsee) or his legal representative can not, after the lapse of a reasonable time, be found, the remitter should forward to the Department satisfactory evidence of that fact, if he desires repayment. A blank bond of indemnity, in a

penal sum of double the amount of the lost money order, will then be sent him, to be executed by himself and two sureties, and returned to the Department, the condition of such bond being that if, after the issue and payment of a duplicate money order to the remitter, any other person establishes, to the satisfaction of the Postmaster-General, a valid adverse claim to the original money order, the amount so paid by duplicate shall be refunded to the Post-Office Department upon demand of the Postmaster-General. Upon full compliance with the above requirements the remitter thus situated will receive a duplicate of the lost money order.

Sec. 1288. **Duplicates of Invalid Money Orders.**—Any money order which is not presented for payment until after the expiration of one year from the date thereof is invalid and not payable, and the postmaster to whom such money order is presented *must refuse payment of the same.* In order to obtain payment of the amount of such invalid money order, the holder will be required to send the same, through the agency of the issuing or the paying postmaster, to the Superintendent of the Money Order System. (See Form No. 6003.) If the Department is satisfied, after investigation, that the money order has not been paid, a duplicate will be issued payable to the remitter, payee, or indorsee, as may be requested in the application, and the same will be sent to the postmaster for delivery or payment, as the case may be.

Sec. 1289. **Second Advice Furnished when Needed to get Duplicate.**—In case both the money order and advice are lost, the issuing postmaster will, upon receiving notice of the loss of the latter from the paying postmaster, forward to him a "second advice," embracing all the particulars of the missing advice, so that application may be made through the paying postmaster and he may be enabled to give his certificate relative to the nonpayment of the original order.

Sec. 1290. **When Original Money Order may be Paid before Duplicate is Issued.**—Should an original money order alleged to have been lost come into the possession of the remitter, payee, or indorsee thereof, after application for a duplicate has been made, the postmaster to whom the money order is presented should notify the Department of the fact; special permission will then be given him to pay or repay, as the case may be, such original money order, *provided no duplicate has been issued in lieu thereof.* In case a duplicate of such original order has been issued, the postmaster to whom the order is presented will write across it the words, "Canceled—Duplicate issued." If the person who presents the order requires the postmaster to return it to him, he may do so, but if not the money order should be sent to the Department.

Sec. 1291. **Duty of Postmaster Certifying Non-payment of Money Order.**—When a postmaster signs a certificate that a money order drawn upon his office has not been and will not be paid thereat, he should at once note the same by writing, in red ink, across the face of the advice, and

under the entry thereof in the register of advices received, the words, "DUPLICATE APPLIED FOR—ORIGINAL MONEY ORDER NOT TO BE PAID;" and in case of a money order issued at his office, when he has certified that the original money order has not been and will not be repaid thereat, he will write under the entry of the said money order, in the register of money orders issued, the words, "DUPLICATE APPLIED FOR—ORIGINAL MONEY ORDER NOT TO BE REPAID." A postmaster may suffer loss by neglect of this rule, as he will be held accountable should the original money order be afterwards paid or repaid at his post-office.

Sec. 1292. Postmasters Can Not Issue Duplicates.—Duplicate money orders will be issued only by the Department. Postmasters are not permitted to issue them under any circumstances.

Sec. 1293. Payment of Amounts of Money Orders Illegally Indorsed.—It is provided by law that more that one indorsement upon a money order shall render the same invalid and not payable. Hence the postmaster to whom a money order, whether "original" or "duplicate," thus illegally indorsed is presented must refuse payment of the same; and the holder thereof, *if he is the second or any subsequent indorsee*, to obtain the amount of the money order, is required to forward the same through the agency of the issuing or paying postmaster, with an application for renewal, to the Superintendent of the Money-Order System, and to furnish a statement, under oath or affirmation, of two responsible persons known to the postmaster (whose certificate shall be appended thereto), that the indorsement to the holder is genuine, and that the applicant is the person named therein. (See Form 6003.) Upon his compliance with these requirements a duplicate of the illegally indorsed money order, or a triplicate if the case require it, will be issued.

If a money order which has been indorsed twice or oftener is presented for payment by the *first indorsee* with the second or subsequent indorsements stricken out, it may be paid to him if regular in all other respects; or if presented by the remitter or payee at the issuing or the paying office, with all indorsements stricken off, it may be repaid to the remitter or paid to the payee, as the case may be.

The payee or the remitter of a money order (but no one else) may be allowed to substitute any other name for one which he has already written by mistake in the body of a first indorsement thereon, and payment may be made on due presentation of the order by the person whose name has thus been substituted, if the order be not irregular in other respects.

Sec. 1294. Upon what Post-Offices Duplicates may be Drawn.—A duplicate money order must only be drawn upon the issuing or the paying office of the original money order.

Sec. 1295. Invalid Duplicate Money Orders.—A *duplicate* money order becomes invalid if it bear more than one indorsement, or if it be not presented for payment within one year after its date; and in either case

should be forwarded to the Department by the issuing or by the paying postmaster with an application for the issue of a "triplicate."

Sec. 1296. Payment by Duplicate to be Noted.—When a money order is paid by duplicate the fact must be noted in the register of advices received, by writing opposite the entry of the advice, in the column of "Remarks," the words "PAID BY DUPLICATE NO. ——" (adding the number and date of payment), which should be written in red ink under the particulars of the original order in the money-order statement.

Sec. 1297. Repayment by Duplicate to be Noted.—When a money order is repaid by duplicate the fact must be noted in the register of money orders issued, by writing opposite the entry of the original money order, in the column of "Remarks," the words "REPAID BY DUPLICATE NO. ——" (adding the number and the date of repayment). Special notice must also be sent to the post-office on which the original money order was drawn. In taking credit for such repayment in the money-order statement, the postmaster will enter the number of the original money order, and also that of the duplicate, thus, "By money order No. 1286 (repaid by duplicate 120), $19.25."

Sec. 1298. Notice to be Sent to Payee of Duplicate.—The postmaster who receives from the Department a duplicate money order payable by him must promptly notify the payee thereof to call and receive payment of such duplicate.

Sec. 1299. Care to be Exercised in Paying a Duplicate.—In paying a duplicate money order the postmaster is required to exercise the same care as in paying an original money order.

CHAPTER FORTY-FOUR.

POSTAL NOTES.

GENERAL PROVISIONS.

NOTE.—Sections Nos. 1236, 1237, 1241, 1242, 1244, 1245, 1247, 1250, 1256, 1263, and 1268 of this book of regulations are alike applicable to money-order and postal-note business, and postmasters will be guided by said sections in the transaction of the postal-note business.

Sec. 1300. At What Post-Offices Postal Notes are Issued and Paid.—Postal notes, payable at "any money-order office," are issued at all money-order offices, and they are also issued at certain small post-offices designated as postal-note offices, which are authorized to issue *but not to pay postal notes.*

Sec. 1301. Compensation for Transaction of Postal-Note Business.—The compensation fixed by law for the work of transacting postal-note business at *third and fourth class* post-offices is 1 cent for each postal note issued, and three-fourths of a cent for each postal note paid. The

amount due a postmaster on account of his postal-note business will be computed in due course, after the close of each quarter, when his account is reached by the Auditor, who will then instruct him how and when he may take credit for such sum.

Postmasters at *first and second class* post-offices do not receive any compensation for the transaction of postal-note business, but receive an allowance for clerk hire based upon the amount of that business. (See sec. 1230.)

Sec. 1302. Postal-Note Books to be Examined upon Receipt, and Defects Reported.—Postal-note books should be carefully examined by the postmaster immediately upon their receipt, and should a blank postal note be omitted in the book supplied to the post-office, the postmaster will make a note thereof opposite the proper number in the money-order or postal-note statement in which the note would have appeared if supplied. Should any of these blanks be defective or mutilated the postmaster will cut out and return the same to the Superintendent of the Money-Order System with his money-order or postal-note statement and treat the blank or blanks as "NOT ISSUED." Should any of the blank postal notes be duplicated it will only be necessary to cut out the extra one and return it to the Superintendent of the Money-Order System in a *registered* package. (See sec. 1314.)

Sec. 1303. Blank Postal Notes to be Kept Securely.—Postmasters must keep their stock of blank postal notes in their own custody, under lock and key, in some place of security to which unauthorized persons can not have access, and they will be held responsible for any loss which the Department may suffer arising from fraud made possible through a disregard of this regulation. (See sec. 1243.)

Sec. 1304. Office Hours.—The hours during which *money-order* post-offices are to be kept open for the conduct of the postal-note business are the same as the hours during which the money-order business is transacted at such offices. (See sec. 1231.)

Sec. 1305. Application for Supplies.—Timely application for new supplies of blank postal notes must be made to the Superintendent of the Money-Order System, so that the issue of postal notes may not be interrupted by lack of the necessary forms.

Sec. 1306. Advertising Placards.—Every postmaster who issues postal notes is furnished with a placard announcing to the public that postal notes may be obtained at his office, which placard must be posted in a conspicuous place in the post-office.

CHAPTER FORTY-FIVE.

POSTAL-NOTE BUSINESS AT MONEY-ORDER OFFICES.

ISSUE OF POSTAL NOTES.

Sec. 1307. The Postmaster at Every Money-Order Office is Furnished with Postal-Note Supplies as Follows:

1. A supply of engraved postal-note forms.
2. A plier-punch for perforating the postal notes.
3. Statement sheets in which provision is made for the entry of postal notes.
4. Blank requisitions for postal notes.
5. Blank applications for duplicates of invalid postal notes.
6. Forms of receipt to holders of invalid postal notes who deliver them for reissue.
7. Special envelopes in which paid or "not issued" postal notes are to be forwarded to the Department with statement sheets.

Sec. 1308. No Written Application Required.—No written application is required from the purchaser of a postal note.

Sec. 1309. No Limit to Number of Postal Notes that can be Issued by a Postmaster to one Person in one Day.—There is no limit to the number of postal notes which a postmaster may issue to the same person on the same day.

Sec. 1310. Postal Notes Issued Concurrently with Money Orders, not in Lieu of Them.—It must be distinctly understood that postal notes are not to take the place of money orders. A remitter may, at his option, select either the money order or the postal note as a means of remitting money by mail. But applicants should be informed that a postal note is sent at the remitter's risk, while the Government is responsible for the payment of a money order to the true payee, if both remitter and payee comply with the laws and the regulations and instructions of the Post-Office Department. (See sec. 1281.)

Sec. 1311. The Amount.—A postal note may be issued for any sum from 1 cent to $4.99, inclusive, but not for a fraction of a cent, or for any sum including a fraction of a cent, or for any larger sum than $4.99.

Sec. 1312. The Fee.—The fee for the issue of a postal note is uniformly 3 cents.

Sec. 1313. Process of Issue.—The postmaster who is called upon to issue a postal note must—

1. Enter in the stub with pen and black ink the amount, in figures, and the date of issue.
2. Enter in the body of the note with pen and black ink the date of issue and the amount, which must in all cases be written after this manner: *Four* dollars *ninety-nine* cents, or *three* dollars *sixty-seven* cents.

That is to say, the amount, both in dollars and cents, must be written out in full in letters. If a note be issued for less than one dollar, two heavy lines must be drawn through the space for "dollars" thus: ═══; and if a note be issued for a sum in dollars without cents, two heavy lines should be drawn in the same manner through the space for "cents."

3. Sign the postal note above the word "postmaster." (The signature of the postmaster who issues a postal note must invariably be *written* and not stamped thereon.)

4. Cut or tear the note from the stub in such manner as to leave the coupon containing the amount in dollars, for which the note is issued, on the note, and the remaining coupon or coupons, if any, to the left on the stub. Thus, if a single note be issued for $3.67, the cutting should be done between the $3 and $4 coupons, so as to leave the $3 coupon on the note and the $4 coupon on the stub. If a note be issued for $4.25, all the coupons should be left on the note. If a note be issued for a sum in dollars without cents, as, for example, $2.00, the $1 and $2 coupons should be left on the note and the $3 and $4 coupons on the stub.

5. With the plier-punch furnished by the Department, carefully punch the amount in cents from the two rows of figures on the right-hand margin of the note headed "dimes" and "cents," respectively. As, for example, for 23c. punch the "2" in the "dimes" column, and the "3" in the "cents" column; for 9c. punch the "0" in the "dimes" column and the "9" in the "cents" column. Where a note is issued for a sum in dollars without additional cents, punch the "0" in the "dimes" column and the "0" in the "cents" column.

6. Place the impression of his money-order stamp on the back of the note in the space provided for the dated money-order stamp of the issuing office.

7. Cancel all coupons remaining attached to the stub, if there be any, by punching a hole in each of them.

The postal note is then complete and ready to be handed to the applicant upon payment by the latter of the amount thereof and the fee for its issue.*

Sec. 1314. All Blank Notes to be Accounted for. "Spoiled" and "Not Issued" Notes.—The forms of postal notes are numbered consecutively for each office. If, through mistake, or from any other cause, any of them are spoiled the words "NOT ISSUED" must be written, or stamped, across the face of the note. The spoiled note must be transmitted to the Superintendent of the Money-Order System with the money-order statement, and must be entered therein in its proper numerical order, with the words "NOT ISSUED" written opposite, the particulars and

* NOTE.—Postmasters should carefully study and familiarize themselves with Form No. 6171—MODELS OF POSTAL NOTES—which form is supplied to all money order and postal note offices and should be kept posted in a convenient place for reference.

mount of the note being left blank. No departure from this rule will e permitted, as the Postmaster-General imperatively requires that very blank form of a postal note sent to a postmaster shall be accounted or at the end of the week, fortnight, or month (according as the statements of business transacted are rendered weekly, semimonthly, or monthly) in which it is used or canceled as spoiled and not issued.

Sec. 1315. Stubs to be Safely Kept in Issuing Office.—Upon the day when the last note is issued from any book of postal notes, the bound stubs must be carefully filed in the post-office for purposes of reference. They must be kept in a secure place under lock and key. Postmasters will be held responsible for the safe-keeping of these important documents. Negligence in this respect will subject a postmaster to prompt removal. A postmaster is at liberty, however, to destroy, *by burning, books of stubs of postal notes*, provided a period of *four years or more* has elapsed since the date of issue of the notes. The *coupons* remaining attached to the *stubs* preserved on file must *invariably be canceled before filing by punching a hole in each of them with the plier-punch.*

PAYMENT OF POSTAL NOTES.

Sec. 1316. No Advice.—A postal note has no advice.

Sec. 1317. Postal Notes to be Examined as to Genuineness.—The postmaster at every money-order office must make himself thoroughly acquainted with the appearance of the postal note in order that he may be able to decide as to the genuineness of any note which may be presented for payment as a postal note. If he has any doubt upon this point he should compare the note so presented with the genuine postal notes in his possession supplied to him for issue. Postmasters should be very careful in this particular, because they will be held responsible if they pay altered or counterfeit notes, and will be required to make good any loss caused by such erroneous payment.

Sec. 1318. The United States not Liable, After Payment, to Further Claim.—After having once paid a postal note the United States will not be liable to any further claim for the amount thereof; and, inasmuch as every postal note is payable to "bearer," the Post-Office Department will not consider complaints of improper payment. Cases of alleged loss in transit by mail of letters containing postal notes will, however, be treated as are complaints of the loss of other valuable letters, and investigated as cases of mail depredations.

Sec. 1319. Process of Payment.—The postmaster who is called upon to pay a postal note must—

1. Satisfy himself that the note is a genuine one and see that it is correctly filled up.

2. See that the amount written in the body of the note, the amount represented by the largest of the adhering coupons, and the figures which have been punched out agree.

(If these amounts differ, the postmaster to whom the note is pre-

sented is at liberty to pay the smaller amount at the request of the holder. In such event he should address an inquiry to the issuing postmaster as to the correct amount for which the note should have been issued, as shown by the stub. If the reply shows that the smaller amount is correct, the memorandum "PAID $——, THE TRUE AMOUNT ACCORDING TO ISSUING POSTMASTER'S STUB" should be written across the face of the paid note, for which credit may then be taken. If the reply shows that the larger amount is the true one, the postmaster should pay to the holder the remainder due him, write across the face of the note the words, "PAID $——, THE TRUE AMOUNT AS SHOWN BY THE ISSUING POSTMASTER'S STUB," and claim credit for the payment of the note.)

3. Require the person who presents the note to receipt it in the space set apart for that purpose.

4. Place the impression of his dated money-order stamp on the back of the note in the space provided for the dated money-order stamp of the paying office.

(If a postal note be presented which is already receipted upon its face, if receipted by another than the holder, the postmaster must require the holder to sign his name in the margin on the back of the note, and whether the holder be the person who first signed it on the face or not, he must sign it again on the back if he be unknown to the postmaster; but if the note be already receipted by the person who presents it, and the latter is known to the postmaster, no further signature will be required.)

5. Cancel the paid postal note by punching out the star in the lower right-hand corner.

Sec. 1320. Omission of Stamped Date of Issue.—Should the stamp of the issuing postmaster be wanting from a postal note, the postmaster to whom it is presented should decline payment; but a postal note may be paid nothwithstanding the absence of the *written* date if the stamped date be not lacking and the note is regular in all other respects. Postal notes from which the stamp of either post-office has been omitted will be rejected as vouchers by the Department, and will be returned to the postmaster at fault in order that the omission may be supplied.

Payment of a postal note should not be withheld because the amount in the body of the note is expressed in figures and not in letters, if there be no discrepancy between the amount so expressed and the amount indicated by coupons and punching; but the paying postmaster should in such case, giving the name of the issuing office, call the attention of the Superintendent of the Money-Order System to the violation of section 1313 in the use of figures where letters should have been employed.

Sec. 1321. Payment at Office of Issue.—A postal note if issued at a money-order office may be paid at the office of issue to the bearer at

ny time within three months from the last day of the month of its issue, *nt if issued at a postal-note office it can not be paid thereat.*

Sec. 1322. Cancellation of Paid Postal Notes.—From every postal note aid the postmaster will punch out the star in the lower right-hand rner, thereby canceling the note.

Postmasters at money-order offices are furnished with special envelpes for inclosing paid postal notes and postal notes which have been reated as "NOT ISSUED," with their statements of money-order business transacted.

Sec. 1323. Manner of Transmitting Paid Postal Notes With Statements of business Transacted.—Postmasters will place all the paid postal notes and all postal notes which have been treated as "NOT ISSUED") each week, fortnight, or month as may be required of them, in one of the special envelopes printed for the purpose. (See Sec. 1241.) They will securely seal the same, and after having entered on the face of such envelope the particulars as required by the printed instructions thereon, inclose the sealed package in the same envelope with the weekly, semimonthly, or monthly statement.

Sec. 1324. Erasures and Alterations.—The postmaster must see that none of the particulars contained in postal notes presented to him for payment have been erased or altered, and that the postal note itself has not been cut, defaced, or mutilated other than by the necessary punching required for its issue.

Postmasters must not pay postal notes having coupons pasted or otherwise *fastened* to them until after they shall have ascertained the true amount of such notes from the issuing postmaster, for which purpose Form No. 6099 should be employed. When the note is paid the words, "PAID $——, THE TRUE AMOUNT AS SHOWN BY ISSUING POSTMASTER'S STUB," should be written across the face thereof. Postmasters who fail to take the precaution enjoined herein will be held strictly accountable for any loss which may result from their negligence.

DUPLICATE POSTAL NOTES.

Sec. 1325. Duplicate can not be Issued of Lost Postal Note.—If a postal note be lost or destroyed no duplicate thereof can be issued.

Sec. 1326. Duplicate of Invalid Note.—1. If a postal note be not paid within three months from the last day of the month of issue, it becomes invalid and not payable, and the holder, to obtain the amount thereof, less an additional fee of 3 cents (which must be charged by law), must receipt the postal note, deliver it to the postmaster at some money-order office, and sign an application for a duplicate, payable to him by such postmaster, to be issued by the Superintendent of the Money-Order System.

A duplicate of an invalid postal note can only be drawn upon the post-office where the original was so presented.

2. The postmaster to whom an invalid postal note is delivered for

the purpose of obtaining a duplicate must give to the person who delivers it a receipt therefor (written upon Form No. 6096), fill up the stub of the receipt and file it, and must then inclose the invalid note with an application (Form No. 6097) in an envelope addressed to the Superintendent of the Money-Order System, which must be sent in a registered package. At the time of payment of the duplicate note the postmaster must require the payee of the duplicate to pay the sum of 3 cents, which is the fee for the issue of a duplicate exacted by law, and must debit himself with this fee in his cash book and in his money-order statement when the note is paid.

3. The duplicate to be issued by the Department will be made payable to the applicant by name, and upon payment of the same the postmaster must require the owner to give up his receipt for the invalid note.

CHAPTER FORTY-SIX.

SPECIAL INSTRUCTIONS TO POSTMASTERS AT POSTAL-NOTE OFFICES.

NOTE.—Postmasters at postal-note offices must carefully read sections 1232, 1235, 1236, 1237, (1238 and 1239 so far as they apply), 1240, 1242, 1244, 1245, 1247, 1302, 1303, 1305, 1306, 1309, 1311, 1312, 1313, 1314, 1315, and 1325 of these regulations and be governed thereby. The sections above specified apply equally to both money order and postal-note offices.

Sec. 1327. What are Postal-Note Offices.—Postal-note offices are post-offices at which the postmaster is authorized by the Postmaster-General to issue postal notes payable at "ANY MONEY-ORDER OFFICE," *but not to pay such notes.*

Sec. 1328. What Post-Offices may Become Postal-Note Offices.—Post-offices at which the salary of the postmaster is less than $200 per annum, and which are too small to be made money-order offices, may be made postal-note offices, provided the postmaster first file in the Department a new bond with at least two sureties, the penalty of the new bond to be $500 more than that of his old bond. The form of such new bond will be furnished by the Department.

Sec. 1329. Compensation for Transaction of Postal-Note Business at Postal-Note Offices.—The compensation allowed by law for the transaction of postal-note business at postal-note offices is one cent for each postal note issued. The amount due a postmaster on account of his postal-note business will be computed in due course, after the close of each quarter, when his account is reached by the Auditor, who will then instruct him how and when he may take credit for such sum.

Sec. 1330. Supplies, Forms, &c.—The postmaster at every postal-note office is furnished with—

1. A supply of the engraved postal-note forms.
2. A plier-punch for perforating postal notes.
3. Monthly statement sheets containing precise instructions as to the manner in which entries therein are to be made.
4. Blank requisitions for postal notes.
5. A stamp containing the name of his office and State (or Territory), and the letters "M. O. B.," with provision for changing dates.
6. A cash book for the entry of a daily cash account.
7. Forms of remittance letter to accompany remittances of postal-note funds to the post-office designated as the depository for such funds.
8. A list of money order and postal-note offices.

Sec. 1331. Circular Letter No. 6,900a.—Postmasters at postal-note offices will carefully study and be guided by the instructions contained in circular letter No. 6,900a., furnished by the Department to them.

Sec. 1332. The Postal-Note Cash Book.—At the close of each business day the postmaster is required to enter the day's business in his postal-note cash book in accordance with the full and complete printed instructions pasted on the inside of the front cover of every cash book of this kind sent to postmasters.

Sec. 1333. Disposal of Funds.—All the funds received by the postmaster at a postal-note office accruing from the issue of postal notes are to be remitted by him to his depository. (See Secs. 1402, 1404.) A sum less than $20 need not be remitted at any time; the postmaster must, however, remit amounts of $20 or more as fast as they accrue. For example, if the balance is $19 or less he is not to remit anything; if the balance is $20 he is to remit the full sum ($20); if $21 he is to remit $21, etc.

Sec. 1334. If a Postmaster Should Find it Necessary to Remit Silver he should apply to his depositary for a coin sack, which will be furnished him for that purpose. Postmasters should observe that the place of deposit for postal-note funds is not necessarily the same as that of deposit for postal funds, and that the accounts of these two funds are kept entirely separate and distinct from each other. (See Sec. 1404.)

Sec. 1335. Monthly Statements.—A statement of the postal-note business transacted by him must be rendered by the postmaster at a postal-note office to the Superintendent of the Money-Order System *at the close of each month*, and every such statement rendered must be numbered in accordance with the printed schedule on Form No. 6954b.

It is particularly desired that postmasters at postal-note offices will carefully follow the printed instructions on the monthly statements, as an observance by them of such instructions will materially lessen the labor and time employed by the Department in returning to such postmasters imperfect and incorrectly rendered statements for correction or completion.

Sec. 1336. Money Order Presented for Payment at a Postal Note Office.—It occasionally happens that, through accident, money orders are drawn upon offices which are authorized to *issue postal notes only*. If such an order is presented for payment at a postal-note office the postmaster thereat must decline to make payment, and will request the holder to return the order to the remitter.

Sec. 1337. Improperly Issued Postal Notes.—If the postmaster, at a postal-note office, issues a postal note, and it is returned to him during the month in which it is sold, *because improperly drawn*, he is at liberty to take back the note *and refund the amount and fee*. In such case he must make an entry of the note in the monthly statement as "not issued," write that sentence across the face of the note, and send it to the Department with the statement. If returned after the month has closed, and after the statement has been rendered, the postmaster *is not at liberty to receive it and refund the amount*, but must refer the holder to the postmaster at *any money-order office*, who will take the steps necessary to adjust the matter. The postmaster at a postal-note office is not authorized to *pay* a postal note, notwithstanding he may have issued it.

Sec. 1338. Office Hours.—The hours during which postal-note offices are to be kept open for the conduct of the postal-note business are the same as those during which the post-office is kept open for the transaction of postal business. (See Sec. 436.)

Sec. 1339. Caution.—Postmasters at postal-note offices will bear in mind that they are to *issue* but are *not to pay postal notes*.

CHAPTER FORTY-SEVEN.

THE INTERNATIONAL MONEY-ORDER BUSINESS.

INTRODUCTION.

Sec. 1340. Establishment of International Money-Order System.—The Postmaster-General may make arrangements with the post-office departments of foreign governments with which postal conventions have been or may be concluded, for the exchange of small sums of money by means of postal orders.

Sec. 1341. List of Countries with which the United States Maintains a Direct Exchange of Money Orders.—There are now in operation conventions for the *direct* exchange of money orders between the United States and the following-named countries, viz:

AUSTRIA.
BAHAMA ISLANDS.
BELGIUM.
BERMUDA.
BRITISH GUIANA.
CANADA.
CAPE COLONY.
DENMARK.
FRANCE, ALGERIA, AND TUNIS.
GERMANY.
GREAT BRITAIN.
HAWAIIAN ISLANDS.
HUNGARY.
ITALY.

JAMAICA.
JAPAN.
LEEWARD ISLANDS.
LUXEMBURG.
NETHERLANDS (HOLLAND).
NEWFOUNDLAND.
NEW SOUTH WALES.
NEW ZEALAND.
NORWAY.
PORTUGAL (MADEIRA ISLANDS AND AZORES).
QUEENSLAND.
SOUTH AUSTRALIA.
SWEDEN.
SWITZERLAND.
TASMANIA.
TRINIDAD AND TOBAGO.
VICTORIA.
WINDWARD ISLANDS.

Sec. 1342. **Methods of Domestic Money-Order Business not always Applicable to the Transaction of International Money-Order Business.**—So far as is practicable, the methods of transacting domestic money-order business are generally employed in the transaction of international money-order business, but as the inland systems of foreign countries differ in many respects from each other and from the inland (domestic) system of the United States, it has not been possible in concluding money-order conventions with different countries to make such conventions entirely in harmony with each other or with the domestic system of this country.

CHAPTER FORTY-EIGHT.

GENERAL PROVISIONS.

Sec. 1343. **Offices Authorized to Transact International Money-Order Business.**—It is within the province of the Department to establish the international money-order business at any money-order office, and in the majority of cases such business is established at post-offices of the first, second, and third classes without application on the part of postmasters. It is the practice of the Department, however, not to authorize a postmaster at a fourth-class post-office to transact international business unless at his special request, or at the solicitation of the patrons of his office, based upon the presence in the locality of a considerable number of foreign-born inhabitants.

Sec. 1344. **New Bond not Required.**—No new or additional bond is required of a postmaster whose office is made an international money-order office.

Sec. 1345. **Compensation for Transaction of International Money-Order Business.**—The compensation fixed by law for the labor of transacting international money-order business at *third and fourth class* post-offices is 3½ cents for each international money order issued, paid or repaid. (See Sec. 1230.) Postmasters at *first and second class* offices do not receive any compensation for the transaction of international money-order business. (See Sec. 1230.)

Sec. 1346. **Invalid Money Orders.**—By the terms of the conventions with the various foreign countries with which the United States exchanges

money orders the amounts of orders which remain unpaid for one y from the date of issue revert to the *country of origin.* Postmast must, therefore, take care to send promptly to the Superintendent the Money-Order System the advices of all international orders wh become invalid by reason of age. Such advices *should not be incl with the weekly statement of money-order transactions, but should be pl in separate envelopes marked* "INVALID INTERNATIONAL ADVICES."

Sec. 1347. Weekly Statements.—Postmasters at international mo order offices must render to the Department at the close of each wee statement of the domestic, postal note, and international busi transacted at their offices during that period.

Sec. 1348. Indirect Exchange.—In addition to the conventions f *direct* exchange of international money orders with the countries e merated in sec. 1341, special agreements have been entered into by United States by which international money orders may be issue the United States for payment in certain other countries and pl through the intermediary of the Post-Office Department of one of foreign countries with which a direct exchange is in operation.

The following is a list of countries and places with which an *indi* exchange of money orders is maintained.

Name of country or of place.	Through intermediary ager of—
Accra, Gold Coast of Africa	Great Britain.
Aden. (*See India*)	Great Britain.
Adrianople, Turkey in Europe	Great Britain or Austria.
*Alexandria, Egypt	Great Britain, or France, the remitter may prefer.
†Algeria	France.
Amoy, China	Great Britain.
Assab, Africa	Italy.
Azores	Portugal.
Bagamoyo, East Africa	Germany.
Bagdad. (*See India*)	Great Britain.
Bassorah, or Basra. (*See India*)	Great Britain.
Bathurst, Gambia, West Coast of Africa	Great Britain.
Belize, British Honduras	Great Britain.
Beluchistan. (*See India*)	Great Britain.
*Beyroot, Turkey in Asia	Great Britain, France, Austria, as the remitt may elect.
Bosnia	Austria.
†British Bechuanaland, South Africa	Cape Colony.
British Honduras	Great Britain.
Bulgaria	Italy.
Bunder Abbas, or Gombroon, Persia. (*See India*)	Great Britain.
Burma. (*See India*)	Great Britain.
Bushire, or Abu'-shehr, Persia. (*See India*)	Great Britain.
Caipha, Haifa, Turkey in Asia	Austria.
Cameroons, or Kameroons, Africa	Germany.
Candia, Crete, Turkey in Europe	Austria.
Canea, Crete, Turkey in Europe	Austria.
Canton, China	Great Britain.
Cape Coast Castle, Gold Coast	Great Britain.
Ceylon	Great Britain.

* If drawn as French, order to be sent by remitter to payee.
† Order to be sent by remitter to payee.

Name of country or of place.	Through intermediary agency of—
moy, Canton, Foochow, Hankow, Hoihow ong, Ningpo, Shanghai, and Swatow.	Great Britain.
tinople, Turkey	Great Britain, France, or Austria, as the remitter may elect.
	Great Britain.
Vest Indies	Great Britain.
alaam, East Africa	Germany.
Turkey in Europe	Austria.
	Great Britain.
Islands	Great Britain.
ands	Denmark.
, China	Great Britain.
Africa	Great Britain.
	Great Britain.
st Colony, Africa	Great Britain.
r Gwadel. (*See India*)	Great Britain.
China	Great Britain.
ad	Germany.
ina	Austria.
China	Great Britain.
g, China	Great Britain.
	Denmark.
cluding Aden, Burma, and the postal agencies at the Indian offices at—	
ad, Turkey in Asia	Great Britain.
rah, or Basra, Turkey in Asia	
ler Abbas, Abbas, or Gombroon Persia	
ire, or Abu'-shehr, Persia	
lur, or Gwadel, Beluchistan	
, Persia	
a, or Lingor, Persia	
at, Arabia	
zibar, East Coast of Africa	
rkey in Asia	Austria.
sia. (*See India*)	Great Britain.
n, Turkey in Asia	Austria.
de, Kherassoon, Turkey in Asia	Austria.
ast Africa	Germany.
po (*see Little Popo*), Togo, Africa	Germany.
Borneo	Great Britain.
est Coast of Africa	Great Britain.
ast Coast of Africa	Great Britain.
ast Africa	Germany.
r Lingor, Persia. (*See India*)	Great Britain.
po, or Klein Popo	Germany.
go, Africa	Germany.
Islands	Portugal.
Straits Settlements	Great Britain.
	Great Britain.
h, or Massauah, Africa	Italy.
s	Great Britain.
, Turkey in Asia	Austria.
, East Coast of Africa	Great Britain.
(*See India*)	Great Britain.
uth Africa	Great Britain.
China	Great Britain.
rneo, Sandakan	Great Britain.
Free State, South Africa	Cape Colony.
, British Postal Agency	Great Britain.
East Africa	Germany.
Straits Settlements	Great Britain.
Turkey in Europe	Austria.

* If drawn as French, order to be sent by remitter to payee.
† Order to be sent by remitter to payee.

Name of country or of place.	Through intermediary agency of—
Retimo, Crete	Austria.
Rhodes, Turkey in Asia	Austria.
Roumania	Switzerland.
Saadani, East Africa	Germany.
St. Helena	Great Britain.
*Salonica, Turkey	Great Britain.
Salt Pond, Gold Coast	Great Britain, France Austria, as the rem may elect.
Samsun, Turkey in Asia	Austria.
Sandakan, Borneo	Great Britain.
Santi Quaranta, Turkey in Europe	Austria.
Sarawak, Borneo	Great Britain.
Scio, Chios, Turkey in Asia	Austria.
Seychelle Islands	Great Britain.
Shanghai, China	Great Britain or Japa the remitter may elect
Sierra Leone, West Coast of Africa	Great Britain.
Singapore, Straits Settlements	Great Britain.
†Smyrna, Turkey in Asia	Great, Britain, France Austria, as the rem may elect.
Straits Settlements: Malacca, Penang, and Singapore.	Great Britain.
Swatow, China	Great Britain.
Tanga, East Africa	Germany.
Tangier, Morocco	Great Britain.
†Transvaal, South Africa	Cape Colony.
Trebizond, Turkey in Asia	Austria.
Tripoli, Africa	Italy.
†Tunis, Africa (*see France*)	France.
Turk's Island, West Indies	Great Britain.
Valona, Avlona, Turkey in Europe	Austria.
Victoria, Cameroons, Africa	Germany.
West Coast of Africa (*see Gambia, Lagos, and Sierra Leone*).	Great Britain.
Western Australia	Great Britain.
*○Zanzibar, East Coast of Africa	Great Britain or France the remitter may elect

* If drawn as French, order to be sent by remitter to payee.
† Order to be sent by remitter to payee.
○ Orders payable in Zanzibar are treated as *direct* orders, if drawn as French drawn as English orders they are to be treated as *indirect*.

Sec. 1349. Charges for Intermediary Service.—A small deduction from value of each order is made by the Post-Office Department which as intermediary in the case of orders forwarded through Germa Great Britain, Switzerland, or Italy. No deduction is made, howe in the case of orders payable at the German post-offices in Heligola at the German post-offices at Klein-Popo, Lome, and Victoria (Ka roons), Africa; at the British postal agencies at Constantinople Panama, and at the Italian post-offices at Assab, Massowah, and Trip Africa.

Sec. 1350. Amounts Charged for Intermediary Service.—

Pfen

Germany charges—
For sums not exceeding 100 marks.....
For sums exceeding 100 marks but not exceeding 200 marks .....
For sums exceeding 200 marks.....

Sterling.

reat Britain charges—

For sums not exceeding £2 sterling	3*d.*
For sums exceeding £2 sterling, but not exceeding £5	6*d.*
For sums exceeding £5 sterling, but not exceeding £7	9*d.*
For sums exceeding £7 sterling, but not exceeding £10	1*s.*

taly charges: 10 centimes for every 10 francs or fraction thereof.

witzerland charges: 25 centimes for every 25 francs or fraction thereof, but the deduction on a single order is not less than 50 centimes.

Sec. 1351. Money Order Exchange Offices in the United States.—The advices of international money orders issued in the United States are not sent directly by the issuing postmaster to the office of payment, but to that exchange office in this country charged in general with the duty of recording all orders issued in the United States for payment abroad.

CHAPTER FORTY-NINE.

ISSUE OF INTERNATIONAL MONEY ORDERS.

Sec. 1352. Fees for International Money Orders.—Postmasters must charge and exact the following fees for issuing international money orders:

For sums not exceeding $10	10 cents.
Over $10 and not exceeding $20	20 cents.
Over $20 and not exceeding $30	30 cents.
Over $30 and not exceeding $40	40 cents.
Over $40 and not exceeding $50	50 cents.
Over $50 and not exceeding $60	60 cents.
Over $60 and not exceeding $70	70 cents.
Over $70 and not exceeding $80	80 cents.
Over $80 and not exceeding $90	90 cents.
Over $90 and not exceeding $100	1 Dollar.

Sec. 1353. Tabular Statement Concerning Direct Exchange of International Money Orders.—Subjoined is a table, in which is shown, as set forth in the different headings, the countries with which the United States maintains a *direct* exchange of international money orders, the denomination and value of the respective currencies in which such international money orders should be drawn, the maximum amount for which a single order may be drawn for payment in any of the countries named, the name of the exchange office to which advices should be sent in each case, and also whether the remitter should retain the order as a receipt or forward it at his own expense to the payee.

Countries.	Denomination of currency.	Rate of conversion.	Maximum amount.	Exchange office to which advice is to be sent.	Disposal which the remitter should make of the order.	Office of payment designated by—
Austria	Francs and centimes (Frs. cent.) converted into Austrian money at Vienna.	Frs. 1=19⅓c.	$100=Frs. 506.30	New York	Retain as receipt	Foreign department.
Belgium	Francs and centimes (Frs. cent.).	....do	....do	....do	....do	Do.
France, Algeria, and Tunis	....do	....do	....do	....do	Send to payee	Issuing postmaster.
Hungary	Francs and centimes (Frs. cent.) converted into Hungarian money at Budapest.	....do	....do	....do	Retain as receipt	Foreign department.
Italy	Francs and centimes (Frs. cent.).	....do	....do	....do	....do	Do.
Luxemburg (Grand Duchy of).	....do	....do	....do	....do	....do	Do.
Switzerland	....do	....do	....do	....do	....do	Do.
Denmark, Norway, Sweden	Kronor and öre (Kr. öre)	Kr. 3.70=$1.	$100=Kr. 370	....do	....do	Do.
Germany	Marks and pfennigs (M. pf.)	M. 1=24¼c	$100=M. 412.37	....do	....do	Do.
Netherlands	Florins and cents (Fl. cents)	Fl. 1=41c	$100=Fl. 243.90	....do	....do	Do.
Portugal	Milreis and reis	Milreis 1=$1.08	$100=Milreis 92.590	....do	....do	Do.
Bahamas	Pounds, shillings, and pence (£. s. d.).	£. 1=$4.87	$100=£20 10s. 8d.	....do	....do	Issuing postmaster.
Bermudas			$50=£10 5s. 4d.	....do	Send to payee	Do.
British Guiana			$50=£10 5s. 4d.	....do	....do	Do.
Cape Colony			$50=£10 5s. 4d.	....do	....do	Do.
Great Britain and Ireland			$50=£10 5s. 4d.	....do	....do	Do.
Jamaica			$50=£10 5s. 4d.	....do	....do	Do.
Leeward Islands			$100=£20 10s. 8d.	....do	....do	Do.
Trinidad and Tobago			$100=£20 10s. 8d.	....do	....do	Do.
Windward Islands			$100=£20 10s. 8d.	....do	....do	Do.
New South Wales			$100=£30 10s. 8d.	San Francisco	....do	Do.
New Zealand			$100=£20 10s. 8d.	....do	....do	Do.
Queensland			$100=£20 19s. 8d.[1]	....do	....do	Do.
South Australia			$100=£20 10s. 8d.[1]	....do	....do	Do.
Tasmania			$100=£20 10s. 8d.	....do	....do	Do.
Victoria			$100=£20 10s. 8d.	....do	....do	Do.
Hawaii	Dollars and cents ($ c.)		$100	....do	....do	Do.
Japan	....do	Converted into Japanese money at Tokio.	$100	....do	Retain as receipt	By foreign Department.
Newfoundland	....do	U. S. $1.014=N. F. $1, converted at St. Johns.	$100	Bangor, Me	Send to payee	By issuing postmaster.
Canada	....do		$100		....do	Do.

Provinces.				Exchange office to which advice is to be sent.	
Alberta Territory*				St. Paul, Minn.*	
Assiniboia Territory*				do	
British Columbia				Seattle, Wash	
Manitoba*				St. Paul, Minn.*	
New Brunswick				Bangor, Me	
Nova Scotia				do	
Ontario				Buffalo, N. Y., or Detroit, Mich.	
Prince Edward Island				Bangor, Me	
Quebec				St. Albans, Vt.	
Saskatchewan Territory*				St Paul, Minn.*	

* For all orders issued in Alaska, Arizona, Colorado, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, Wyoming, for payment in Alberta, Assiniboia, Manitoba, Saskatchewan, the exchange office is Seattle, Wash.

Whenever, as shown in the foregoing tabulated statement, *the issuing postmaster* is required to designate the office of payment, he should consult the "International List of Money-Order Offices in Foreign Countries," and supplements thereto, which are published by the Department and furnished to postmasters at international money-order offices.

Whenever *the postal authorities of the paying country* designate the place of payment (no list of money-order offices in such country being furnished to postmasters), it is only required that the precise address of the payee should be carefully entered in the advice of every such order, and in the case of orders payable in Germany in the *card order* also.

No lists of money-order offices in any of the countries with which the United States maintains an *indirect* exchange of money orders are furnished or have been published by the Department.

Sec. 1354. Conversion Tables.—Two Conversion Tables are furnished by the Department to postmasters at international money-order offices for use in issuing international money orders. One table shows the equivalent in United States currency of sums in *sterling* money, and the other, known as the "Combined Conversion Table," is used for all currencies except sterling.

Sec. 1355. Fractions of a Cent, etc., Inadmissible.—Fractions of a cent, of a penny, of a demi-décime (five centimes), of 4 öre, of 10 reis, etc., must not be introduced into the amount of an international money order.

Sec. 1356. The Application.—The applicant for a money order payable in a foreign country must give the particulars in writing, on the special form of application (No. 6701), furnished postmasters for the purpose, and in accordance with the instructions printed on that form.

Sec. 1357. Postmaster Prohibited from Filling up Application.—A postmaster may assist an intending remitter by advice, but is prohibited from filling up the form of application for an international money order. If the applicant is unable to write he should request some one not connected with the post-office to prepare the application. Should a postmaster disregard this caution, and an improper payment abroad be occasioned by his stating the address imperfectly, he will be held accountable for the amount.

Sec. 1358. Particulars to be given in Application.—Upon receiving an application for an international money order the postmaster should examine it carefully to see that the necessary particulars are plainly given therein, and that there is no misunderstanding between him and the applicant in regard to them. The full name and exact address of the payee should be stated, including the name of the city, town, or village, and country, and also the name of the canton, department, or district, as the case may be.

When the payee resides in a town or city, the name of the street and the number of the house should, if possible, be given.

If the person to whom the money is to be sent is a soldier, his rank, company, regiment, and the arm of the service (infantry, cavalry, artillery, etc.), to which he is attached should be stated, in addition to the name of the place where he may be stationed.

If the payee is a woman, it should be stated whether she is single, married, or a widow. If married, her maiden name should be given, as well as her name by marriage.

In case of the inability of the applicant to converse with the postmaster intelligibly, in a common language, recourse should be had to the services of an interpreter. The application for a German order *should not* be written in German characters.

Sec. 1359. Form of the Order and Manner of Issue.—The forms for the issue of all international money orders are the same, and consist of the order, the advice, and coupon, which are numbered consecutively for each office and are bound in books.

The blanks are to be taken from the books in their regular numerical order as applicants present themselves. The country in which payment is to be made must be indicated by writing at the top of each of the forms, in the space provided for the purpose, the words "GREAT BRITAIN," "GERMANY," etc., as the case may be. For each order payable in Germany the postmaster must prepare an additional form—the small order printed on cardboard and called technically, to distinguish it, the "CARD ORDER" (No. 6309). Special care should be exercised in entering all the particulars of the payee's address on the card order, because it is on the card order that payment is made in Germany.

From the items contained in the application the order, advice, and coupon are to be prepared.

Postmasters should scrutinize closely the applications for orders payable in Germany, for the reason that in that country the delivery and payment of money orders are commonly made, at the same time, by letter-carriers, and no greater precautions are observed than in the delivery of valuable letters. In case of an imperfect address, therefore, the order is likely to fail to reach the intended beneficiary, and may be paid to another person of like name. If erroneous payment occurs, unless proof of neglect on the part of the paying officer be quite clearly established, the rightful claimant is without redress from the country of payment.

Sec. 1360. The Amount; how Expressed.—In the spaces designated for that purpose, the amounts of all orders must be expressed in figures in the money of the United States and in that of the country where payment is to be made. In the body of the order the amount in *foreign money* must be written in full in letters, except in the case of Italian, Swedish, Norwegian, Danish, Netherlands, and Japanese orders, the respective amounts of which are to be entered in *the body of the order in United States money.*

Sec. 1361. Name of Exchange Office must be Written in Canadian Order and Coupon.—Postmasters are required to write in the margin at the top of each Canadian order issued by them, and on the remitter's application therefor, the name of the exchange office through which the corresponding advice is sent for certification, thus: "Through Buffalo, N. Y.," etc. Neglect of this precaution may occasion great delay in the payment of a money order in the event of an application for a duplicate advice, the original of which shall have failed to reach the paying office. The name of the exchange office must invariably be written on the *coupon* as well as on the order.

Sec. 1362. Spoiled Forms.—If a mistake is made in filling up either the order or advice, *which is observed before delivery of the order to the purchaser*, the next following order, advice, and coupon form must be substituted therefor. The spoiled blanks (order, advice, and coupon) must be detached from the book of forms, marked "Not issued," "Replaced by order No.———, 189—," and sent to the Department with the next weekly statement of money-order transactions. (See Sec. 1258.)

In no case, however, should an international money order be canceled or treated as "Not issued" after either the order or advice form has passed beyond the control of the issuing postmaster. In case an error has been made in filling up the original advice, which is not detected until after the corresponding order has been delivered to the remitter and has passed beyond the control of the issuing office, *the issue of a duplicate advice becomes a necessity*, and the original advice must then be destroyed to prevent its ever reaching the exchange office. In that case the words "Original advice spoiled in issuing and destroyed" should be written in red ink across the face of the duplicate advice, or in the margin at the top. Such duplicate advice should be made out on Form 6702, except in the case of Canadian or Newfoundland orders, when Form 6425 and 6425a, respectively, should be used.

Sec. 1363. Comparison of Order, Advice, and Coupon.—The order, advice, and coupon, after being filled out, should be carefully compared with each other, and with the remitter's application, that it may be ascertained whether they fully agree and are regular in all respects.

Sec. 1364. The Advice.—The amount, the name of the paying office, and the name and residence of the payee must be written in a neat and perfectly legible hand, and all proper names must be spelled correctly, or at least as spelled by the remitter, if the issuing postmaster is unacquainted with the correct orthography thereof. If the address furnished by the remitter is so written that it can not be copied accurately the remitter may write, in his own language, the payee's address on a separate slip of paper, and such slip should be attached to the advice and forwarded to the exchange office.

Sec. 1365. Corrections of Particulars after Certification.—If an error is discovered after the certification of an advice, or if a remitter desires

to alter the particulars of the name or address of a payee, the correction must be communicated on Form 6760 to the exchange office to which the advice was sent; *a second advice form must not be used for this purpose.* The correction must be communicated, on Form 6760, to the exchange office to which the advice was sent, for all nationalities except Canada and Newfoundland. For these two countries Forms Nos. 6425 and 6425a should be used, respectively.

Sec. 1366. Special Envelopes for Advices.—The utmost care must be observed in dispatching advices to the proper exchange office by the earliest mail after the issue of the corresponding orders.

Special envelopes are furnished by the department and may be obtained upon application to the Third Assistant Postmaster-General for covering international advices and German card orders transmitted by postmasters to the New York exchange office.

These envelopes are 4¾ by 6½ inches in size, and will contain the German card orders without the necessity of folding, and of thereby frequently breaking them. This must always be avoided, because payment in Germany is effected upon the original card order, which should therefore be neither torn nor broken. *Postmasters should be careful to use these envelops and no others for international advices and German card orders.*

Specially printed envelopes, but not of a peculiar size or pattern, are furnished postmasters to be used in transmitting the advices of orders drawn on Canada to the exchange offices concerned in the transaction of the business with that country.

Sec. 1367. Missing Advices of Orders Issued in the United States for Payment in Foreign Countries.—Upon receipt by a postmaster in the United States of a notification from an exchange postmaster that the advice of an international order issued by the former had not been received by the latter, a duplicate advice should be issued and forwarded to the exchange office. Such duplicate advice must bear the same number as the original, which it replaces. The name of the issuing office must be written at the top of the form. The impress of the money-order stamp should indicate the *actual date of issue*, but the written date in the body of the form should be that of the original advice. For such duplicate advice Form No. 6702 should be used except in the case of orders payable in Canada or Newfoundland, for which Forms 6425 and 6425a, respectively, must be employed.

Postmasters are enjoined to exercise the utmost care in the employment of the duplicate advice forms. Should a double payment result from lack of due precaution in the issue of a second advice, the postmaster at fault will be held responsible for the amount overpaid.

As a general rule, a duplicate advice must not be issued except upon formal application from the exchange office to which the original was sent. In such case the application should be returned to the exchange office accompanied by the duplicate asked for. A memorandum of the action taken should also be noted upon the register of orders issued.

Should information reach the issuing postmaster from other sources, however, indicating the loss of the original advice, he should take immediate steps, by communicating with the exchange office, to ascertain whether the loss occurred between that office and the place of issue, or upon foreign territory.

Sec. 1368. Money Orders for Payment in any of the Countries named in the Indirect Exchange List.—How Drawn?—International money orders drawn for payment in any of the countries or localities named in the *indirect* exchange list should be drawn in the manner prescribed for money orders payable in the country which, in each case, acts as intermediary.

CHAPTER FIFTY.

PAYMENT OF INTERNATIONAL MONEY ORDERS.

Sec. 1369. Payment of Orders.—The general rules laid down for the guidance of postmasters regarding the payment of domestic money orders apply equally to international orders. Greater care must be exercised in regard to the latter class of orders, because of the increased liability to error arising from the inability, in many instances, of the persons presenting such orders to speak the English language. Regarding the precautions to be observed in identifying applicants for payment, and the measure of a postmaster's responsibility in the event of payment being made to the wrong person, see sections 1270 and 1271.

When an order is presented for payment, the postmaster will carefully examine the document to see that it is in proper form and agrees as to date, number, and amount with the advice. After satisfying himself that the applicant is the person entitled to receive the money he should pay the order, provided that neither it nor the advice contains any fatal defect enumerated in section 1370.

Sec. 1370. When Payment Should be Refused.—Payment should be refused:

1. When no advice has been received.
2. When the advice has not been certified by the exchange office, or when the amount to be paid is not plainly stated thereon.
3. When the name stated in the advice differs from that of the person presenting or indorsing the order.
4. When either order or advice contains any erasure or alteration affecting the name of the payee or the amount of the order.
5. When the order bears more than one indorsement.
6. When a longer period than one year has elapsed since the date of issue.

Sec. 1371. When Payment Should Not be Refused.—Payment of an international money order should not be refused solely for the irregularities

set forth, provided the order is regular in all other respects, *advice has been duly certified to and is in possession of the f the office at which payment is claimed.*

for example, the payee signs the receipt form as *Jean* eas the advice is drawn as payable to *Lafitte, Jean.* In s and other official documents drawn on the continent of given and family names of persons mentioned are fre- sposed.

the order or advice lacks the stamp of the issuing office, herwise defective.

he order is drawn on an office other than the one at which ed. In such case the postmaster after effecting payment across the face of the order, in red ink, the words, "AD- IED TO THIS OFFICE."

Rate of Conversion for Orders Payable in the United States.—conversion for the amounts of international money orders e United States differs from that in use for amounts of l money orders *issued* in the United States, except in the tries in which the currency is sterling (pounds, shillings, when the fixed rate of $4.87 to the pound sterling is used ties to the convention for the exchange of money orders. *cases the rate of conversion for the amounts of international is fixed by the Post-Office Department of the country of origin.*

Payment to Person not Residing at Money-Order Office.—When l money orders are sent to an international money-order irections to forward the money for the same to the payee at a place where there is no money-order office, the post- ch international money-order office should, if satisfied that t is the person intended and named in the advice, inclose of the order in a penalty envelope (duly registered) to the d to receive the same, without charging the usual registry

Exchange Offices on the Part of Foreign Countries.—The ex- s on the part of foreign countries are: For orders issued in—

.....	VIENNA.
.....	ANTWERP.
.....	HAMILTON.
IA.....	GEORGETOWN or DEMERARA.
.....	ST. JOHN, N. B. MONTREAL, Quebec. HAMILTON, Ontario. LONDON, Ontario. WINNIPEG, Manitoba. VICTORIA, B. C.
.....	CAPETOWN.
.....	KORSÖR.
LGERIA	NEW YORK, N. Y.*

nutual agreement the New York office acts for both countries.

HAWAIIAN KINGDOM	HONOLULU.
HUNGARY	BUDA-PESTH.
ITALY	TURIN.
JAMAICA	KINGSTON.
JAPAN	TOKIO.
LEEWARD ISLANDS	ST. JOHNS, ANTIGUA.
LUXEMBURG (GRAND DUCHY OF)	LUXEMBURG.
NETHERLANDS	THE HAGUE.
NEWFOUNDLAND	ST. JOHNS.
NEW SOUTH WALES	SYDNEY.
NEW ZEALAND	AUCKLAND.
NORWAY	CHRISTIANIA.
PORTUGAL	LISBON.
QUEENSLAND	BRISBANE.
SOUTH AUSTRALIA	ADELAIDE.
SWEDEN	MALMO.
SWITZERLAND	BASLE.
TASMANIA	HOBART.
THE BAHAMAS	NASSAU, N. P.
THE GERMAN EMPIRE	COLOGNE.
THE UNITED KINGDOM OF GREAT BRITAIN AND IRELAND	LONDON.
THE WINDWARD ISLANDS	BRIDGETOWN, BARBADOS.
TRINIDAD and TOBAGO	PORT OF SPAIN.
VICTORIA	MELBOURNE.

Sec. 1375. Certification of Orders from Abroad.—The advice of every order originating in a foreign country for payment in the United States is sent by the issuing postmaster to the exchange office in his country. There the advices are verified and the particulars entered upon descriptive lists, a special international number in a current series being assigned to each order in addition to the original or printed number which appears thereon.

(In the exchange of orders with France the office at New York acts for both countries, certifying the advices of orders issued in France and Algeria as well as the advices of the United States orders.)

Sec. 1376. When Orders are Sent Directly to Payee in United States.—Orders issued in the countries named below *are forwarded to the payee* in the United States. The corresponding advices are sent through the exchange office at New York or at San Francisco to the paying offices.

Bermuda, British Guiana, Canada, Cape Colony, France and Algeria, Great Britain (including also orders issued in Constantinople), Hawaii, Jamaica, Leeward Islands, Newfoundland, New South Wales, New Zealand, Queensland, South Australia, Tasmania, The Bahamas, Trinidad and Tobago, Victoria, and Windward Islands.

Sec. 1377. When New Inland Orders are Issued in the United States.—*If the orders are issued in any of the following-named countries* a list containing the particulars of such orders is sent by the exchange office of the country of origin to that at New York (in the case of orders from Japan, to San Francisco), and the United States exchange office makes

ıat inland (also termed "reissued") orders and advices in accordance with the particulars contained in such list.

Austria, Belgium, Denmark, Germany, Hungary, Italy, Japan, Luxemburg, the Netherlands, Norway, Portugal (and the Azores and Madeira Islands), Sweden, and Switzerland.

Sec. 1378. Advices of Orders Issued in Canada or Newfoundland Forwarded Directly to Paying Postmaster.—Advices of orders issued in the Dominion of Canada or in the colony of Newfoundland are forwarded directly by the respective exchange offices in those countries to the paying postmaster without passing through an exchange office in the United States.

Sec. 1379. Advices Drawn on United States in Sterling Money, and Advices Drawn on United States in France—How Made out.—Every advice drawn directly on the United States in sterling money should bear upon its face a statement made by the exchange office in the issuing country showing the equivalent in United States currency of the sum received from the remitter; and every advice drawn in France, Algeria, or Tunis, in which advices the value of the order is expressed in United States money—but in the French language—should bear upon its face a statement made by the exchange office of New York setting forth, in the English language, the amount of the corresponding money-order. The postmaster paying orders issued in sterling money and orders drawn in France, Algeria, or Tunis must therefore be careful to enter at the upper margin, upon the face of the order, in *red ink*, the value of the order *in United States* money.

Sec. 1380. Payment to Indorsees, Attorneys, or the Legal Representatives of Deceased Payees.—The laws and regulations which govern the payment of domestic orders to indorsees, attorneys, and the legal representatives of deceased payees apply also to international orders. Although no printed form of indorsement appears upon most orders of foreign issue, the indorsement may be written after the form printed on the back of the domestic order.

When an order is presented by an indorsee or attorney he occupies precisely the same position as the payee were the latter to claim payment in person, and, if unknown, should be required to establish his identity to the satisfaction of the postmaster, and to give the name of the remitter, furnishing such proof as the postmaster may require as to the genuineness of the indorsement.

Sec. 1381. Stamping, etc., of Paid Orders.—The date of payment should be stamped upon the advice as well as upon the order. In the case of orders issued in Great Britain or in any of the British colonies or dependencies, the value of the order in United States money must be written across its face plainly in figures in red ink. *If this be not done the auditor will reject the voucher.* The international number, stamped on the back of the advice, must also be written in red ink on the face of every paid order, except such as are issued by the exchange offices

at New York and San Francisco, which bear the international number written on the face.

Sec. 1382. Name of Exchange Office must be Written on Paid Canadian Orders.—Postmasters must be careful, also, to write in the margin at the top of every Canadian order *paid*, besides the international number, the name of the exchange office by which the advice was certified.

Sec. 1383. Missing Advices of Orders payable in the United States.—When an order is presented for payment, if no advice has been received immediate application must be made for one to the exchange office in this country through which the advice should have passed. Exceptions to this rule occur if Canadian or Newfoundland orders are thus presented, *in which cases the application is to be made directly to the exchange office in Canada or Newfoundland indicated upon the order.*

In applying to New York for missing advices postmasters must use Form No. 6752. Form No. 6752*a* is intended to be used in making applications to San Francisco. For use in the transaction of business with Canada a special form, No. 6425, combining a letter of inquiry and advice, has been provided, while in dealing with Newfoundland Form No. 6425*a* is to be used.

Sec. 1384. Disposal of Uncertified Advices.—When a postmaster receives an international advice which has not been certified, he should promptly return it to the proper exchange office with the request that the omission be rectified.

Sec. 1385. Exchange Office to Obtain corrections.—In case of a difference between the name of the payee as stated in the advice and that given by the applicant, or in the event of an alteration or erasure affecting the value of the order, the proper exchange office must at once be notified, by means of Form No. 6751, of the facts, and requested to obtain a correction.

Sec. 1386. Unclaimed International Orders.—At the end of each month the postmaster at every international money-order office should notify the payee of every international money order the advice of which remained unpaid at the close of the previous month to apply for payment. Form No. 6706 should be used for this purpose.

CHAPTER FIFTY-ONE.

DUPLICATE INTERNATIONAL MONEY ORDERS.

Sec. 1387. Missing Orders for Sums Payable in the United States.—Duplicates of international money orders, payable in the United States, in lieu of orders missent, lost, or destroyed, *can only be issued by or through the Post-Office Department at Washington, D. C.* Application for such duplicates must be made on Form No. 6753, by the postmaster drawn upon, to the Superintendent of the Money-Order System at

Washington, D. C., when the requisite measures will be taken to secure the issue of duplicates.

Sec. 1388. **Missing Orders for Sums Payable in Foreign Countries.**—In case the remitter of an international order, the advice of which had been certified by an exchange office in the United States to the country of payment, should notify the postmaster from whom it was obtained that he had lost the order, or that the payee had not received it, the remitter should be directed to advise the payee to make application for a duplicate at the office of payment in the foreign country. The only exception to the general rule regarding the issue of duplicate orders by the postal administration of the paying country occurs in the exchange of money orders with *France*, the convention with that country providing that duplicates of lost, missent, or destroyed orders shall be issued by the country of origin and *not by that of payment, and in the exchange with Germany where the United States issues all duplicates.*

If the purchaser of an order has made unsuccessful efforts to communicate with the payee, or if any evidence be produced tending to show that payment has been unduly delayed, or has been made to other than the rightful claimant, the Post-Office Department of the United States will cheerfully undertake, in any of these cases, to ascertain what disposal has been made of the money.

Complaints of this nature, however, ought to be received with caution, and Form No. 6705 should be used in bringing the matter to the attention of the Department.

Sec. 1389. **Duplicates of Invalid Orders.**—If application be made to a postmaster for payment of an order which has become invalid by reason of being more than a year old, the order should be attached to Form No. 6733 and sent to the Superintendent of the Money-Order System with a request for the issue of a duplicate order.

REPAYMENT OF INTERNATIONAL MONEY ORDERS.

Sec. 1390. **Repayment.**—*Repayment of an international money order must not, in any case, be made without the express authority therefor of the Superintendent of the Money-Order System, to whom application should be made upon Form No. 6759.* If the order and advice have not been forwarded to their intended destination they should be attached to the application for repayment, which application should, *in every instance*, be forwarded through the exchange office to the Department.

After the advice has been certified by the exchange office and forwarded to the country drawn upon, the formal consent of the postal administration of that country must be obtained before permission for repayment can be granted.

Unless notice of the proposed repayment be given the postmaster drawn upon, and the advice be withdrawn from him, it might happen that the amount would be paid both to the payee and to the remitter.

List of all kingdoms, duchies, and other territorial divisions which are embraced within the German Empire.

English name.	German name.	Political rank.
Alsace-Lorraine	Elsass-Lothringen	Crown lands.
Anhalt	Anhalt	Duchy.
Baden	Baden	Grand duchy.
Bavaria	Bayern	Kingdom.
Bremen	Bremen	Free city.
Brunswick	Braunschweig	Duchy.
Hamburg	Hamburg	Free city.
Hesse	Hessen	Grand duchy.
Lippe	Lippe	Principality.
Lubeck	Lübeck	Free city.
Mecklenburg-Schwerin	Mecklenburg-Schwerin	Grand duchy.
Mecklenburg-Strelitz	Mecklenburg-Strelitz	Grand duchy.
Oldenburg	Oldenburg	Grand duchy.
Prussia, with the following provinces, viz:	Preussen	Kingdom.
Brandenburg	Brandenburg.	
East Prussia	Ost-Preussen.	
Hanover	Hannover.	
Hohenzollern	Hohenzollern.	
Nassau	Hessen-Nassau.	
Pomerania	Pommern.	
Posen	Posen.	
Rhenish Province, or Rhenish Prussia.	Rheinprovinz, or Rheinpreussen	
Saxony	Sachsen.	
Silesia	Schlesien.	
Slesvick-Holstein	Schleswig-Holstein.	
Westphalia	Westphalen, or Westfalen.	
West Prussia	West-Pruessen.	
Reuss Older Line	Reuss, Ältere Linie	Principality.
Reuss Younger Line	Reuss, Jüngere Linie	Principality.
Saxe-Altenburg	Sachsen-Altenburg	Duchy.
Saxe-Coburg-Gotha	Sachsen-Coburg-Gotha	Duchy.
Saxe-Meiningen	Sachsen-Meiningen	Duchy.
Saxe-Weimar	Sachsen-Weimar	Grand duchy.
Saxony	Sachsen	Kingdom.
Schaumburg-Lippe	Schaumburg-Lippe	Principality.
Schwarzburg-Rudolstadt	Schwarzburg-Rudolstadt	Principality.
Schwarzburg-Sondershausen	Schwarzburg-Sondershausen	Principality.
Waldeck	Waldeck	Principality.
Wurtemberg	Württemberg	Kingdom.

List of territorial divisions embraced in the Austro-Hungarian Monarchy.

A.—BELONGING TO AUSTRIA.

English name.	German name.
ustria, Lower (Lower Austria)	Oesterreich unter der Enns, or Nieder Oesterreich.
ustria, Upper (Upper Austria)	Oesterreich ob der Enns, or Ober Oesterreich.
ustro-Illyrian Coast Province	Oesterreichisch Illyrisches Küstenland.
ohemia	Böhmen.
ukowina	Bukowina.
arinthia	Kärnthen.
arniola	Krain.
almatia	Dalmazien.
alicia	Galizien.
oravia	Mähren.
alzburg	Salzburg.
ilesia	Schlesien.
tyria	Steiermark.
yrol and Vorarlberg	Tirol und Vorarlberg.

B.—BELONGING TO HUNGARY.

English name.	German name.	Local name.
lungary	Ungarn	Magyarorszag.
roatia and Slavonia	Kroatien und Slavonien	Horzátország. Slavónorszag.
iume (city and district)	Fiume (stadt und gebiet).	
ransylvania	Siebenbürgen	Erdélyország.

CHAPTER FIFTY-TWO.

MONEY-ORDER FUNDS AND ACCOUNTS.

Sec. 1391. What are Money-Order Funds?—All moneys received from the sale of money orders (whether domestic or international) and of postal notes, including all fees thereon, are money-order funds. All money transferred from postal to money order funds becomes and remains money-order funds; and all money-order funds transferred by one postmaster to another are, by law, money-order funds.

Sec. 1392. Money-Order Funds not Subject to the Same Rules as Postal Funds.—Postmasters will take notice that the standing instructions which they may receive from the Post-Office Department with respect to the disposal of quarterly or other balances arising from the sale of postage stamps, stamped envelopes, etc., due from them to the United States, *do not apply to money-order funds in their hands, but only to postal funds.*

Sec. 1393. Money-Order Cash Should be Kept Separately.—Postmasters should keep their money-order cash apart from all other cash whatsoever, and with this view a special drawer should be provided for it. All receipts of cash on money-order account, whether for money orders and postal notes issued, for fees therefor, or for remittances from other postmasters, and all postal money transferred to money-order account, should be deposited therein; and all disbursements, whether payments of money orders and postal notes, remittances made to other postmasters, or transfers to postal account, should be made therefrom.

Sec. 1394. Embezzlement of Money-Order Funds Penalty; Explanation.—Every postmaster, assistant, clerk, or other person employed in or connected with the business or operations of any money-order office who converts to his own use, in any way whatever, or loans, or deposits in any bank, except as authorized by this title, or exchanges for other funds, any portion of the money-order funds, shall be deemed guilty of embezzlement; and any such person, as well as every other person advising or participating therein, shall for every such offense, be imprisoned for not less than six months nor more than ten years, and be fined in a sum equal to the amount embezzled; and any failure to pay over or produce any money-order funds intrusted to such person shall be taken to be *prima facie* evidence of embezzlement, and upon the trial of any indictment against any person for such embezzlement, it shall be *prima facie* evidence of a balance against him to produce a transcript from the money-order account books of the Sixth Auditor. But nothing herein contained shall be construed to prohibit any postmaster depositing, under the direction of the Postmaster-General, in a national bank designated by the Secretary of the Treasury for that purpose, to his own credit as postmaster, any money order or other funds in his charge, nor prevent his negotiating drafts or other evidences of debt through

such bank, or through United States disbursing officers or otherwise, when instructed or required to do so by the Postmaster-General, for the purpose of remitting surplus money-order funds from one post-office to another, to be used in payment of money orders. Disbursing officers of the United States shall issue, under regulations to be prescribed by the Secretary of the Treasury, duplicates of lost checks drawn by them in favor of any postmaster on account of money order or other public funds received by them from some other postmaster. (R. S., § 4046.)

Sec. 1395. Transfer of Postal Funds to Money-Order Account.—It is the duty of postmasters at all money-order post-offices of whatsoever class, and they are expected to make use, by transfer to the money-order funds, of all the postal funds available for payment of money orders and postal notes whenever necessity therefor arises. Every transfer should be made in complete dollars.

A transfer from postal funds is simply equivalent to paying instalments, at intervals in advance of the balance due the United States on postal account that would not otherwise be paid until after the close of a quarter. If, having duly transferred a certain sum, it is found that a portion of the money will not be required for money-order purposes, the residue should be deposited as money-order funds, in manner similar to the deposit of other surplus money-order funds.

No permission from the Department is necessary for making such transfer, but a notification that it has been made must be sent to the Superintendent of the Money-Order System on Form 6024. (See Sec. 1397.)

Sec. 1396. Transfer of Money-Order Funds to Postal Account.—A postmaster must not transfer funds from the money order to the postal account without first having obtained permission in each case from the Superintendent of the Money-Order System to make such transfer.

Sec. 1397. Entry of Transferred Funds in Cash Book.—In making a transfer of funds (which should in all cases consist of complete dollars only, the introduction of cents into transfers being as a rule unnecessary), if from the postal to the money order account postmasters will first take credit for the amount in their general postal account. (See Secs. 1393, 1395.) They will then debit themselves therewith in the money-order cash book, and enter the transaction under its proper head in the money-order statement following such transfer. If from the money order to the postal account the amount must be entered on the credit side of the money-order cash book, and a corresponding entry made on the debit side of the general postal account, the transfer to be noted in the money-order statement as before. A notification (Form No. 6024) is in all cases to be sent to the Superintendent of the Money-Order System immediately after a transfer of funds from either account.

When a sum in postal funds has been transferred to the money order funds it becomes money-order funds, *and must not be again transferred to the postal account.* The transfer is adjusted in the Department, and

in the Auditor's Office, and beside transmitting the proper notification of transfer and making the entries above mentioned, *the postmaster need take no action whatever.* He should, of course, deposit, in accordance with his instructions from the Third Assistant Postmaster-General, his postal funds, less whatever amount of the latter has been transferred to the money-order account. *In order to avoid mistakes, the strictest attention should be given to the directions contained in this section.*

Sec. 1398. Postmasters to Apply for Special Money Order Draft, When!—Whenever it appears from the money order advices in the hands of a postmaster *less than two weeks* that, in all probability, he will be called upon to pay money orders in excess of the amount of his money-order and available postal funds, he should (if he has no credit on money-order account with the postmaster at New York, N. Y.), *at once* make application to the Superintendent of the Money Order System (Form No. 6033) for a special money-order draft on the postmaster at New York for the necessary amount. The application for such special draft should not be delayed until the orders are presented for payment, it being the duty of a postmaster to provide funds in anticipation of the probable prompt presentation of money orders the advices of which have been in his hands less than two weeks. If, however, in case of special exigency, a postmaster finds himself unable to promptly pay money orders when presented, he should make proper excuse to the payees and at once apply for a special draft for the amount required.

If a postmaster thinks proper to advance from his private funds the amount required to pay a money order there is no objection on the part of the Department to his doing so. In that event the postmaster should cause the order to be indorsed in his favor, and hold it as his personal property until he shall have received from the Department the draft he has applied for, or until he has procured funds from the sale of money orders or postal notes of sufficient amount to reimburse himself. An order so paid must not be entered in the postmaster's cash book, register, or statement as paid, nor should it be stamped as paid, *until the debit side of his account is sufficiently large to cover the amount.*

Sec. 1399. Money Order Drafts must Always be on Forms Furnished.—Postmasters are prohibited from drawing money-order drafts in manuscript or upon any other form than the engraved one supplied by the Department; and every money order draft must invariably be signed by the postmaster except in the cases mentioned in Sec. 1237.

Sec. 1400. Credits Allowed on the Postmaster at New York, N. Y.—Whenever the money-order payments at any post-office continuously exceed the money-order receipts thereat, the postmaster should, in order to prevent delay or embarrassment in the payment of money orders and postal notes, make application to the Superintendent of the Money-Order System for a credit, on money-order account, for a specific amount, with the postmaster at New York City, which credit will be used in the following manner: When at any post-office having such credit the funds

ising from the money-order business are insufficient to pay the money
ders and postal notes presented the postmaster will thereupon be
rmitted to draw a draft, payable to his own order, against the amount
aced to his credit, for such a sum, and no more, as may be necessary
meet the requirements of the case. It is, therefore, apparent, that
is credit must be drawn by instalments from time to time; for ex-
nple, $100, $200, &c., as may be required, and not in one gross sum.
he amounts so drawn must be entered by the postmaster to his *debit*
the cash book upon the day they are drawn, and also in the money
der statement. Should the amount of money orders and postal notes
id at any one of these post-offices continue to exceed considerably
e amount of money orders and postal notes issued thereat, this credit
ill, of course, become exhausted. In that event the postmaster having
credit should make timely application to the Superintendent of the
oney Order System for a renewal thereof (Form No. 6035). It is to
understood that a postmaster having a credit on money-order ac-
unt with the postmaster of New York *should exhaust both his money*
der funds and his available postal funds before drawing against such
edit.

Sec. 1401. **Drafts Against Credits; how Made.**—A book of blank money-
der drafts, consecutively numbered, will be supplied to each postmaster
ving a credit, who, in the margin provided for his use, will state the
hole amount of the credit, and enter and deduct from it the amount
awn by each draft, by which means he will be constantly reminded
the condition of the fund. Each of these drafts bears a coupon
hich the postmaster drawing the draft will fill up, date, and sign, and
hich the postmaster at New York will transmit to the Superintendent
the Money-Order System whenever the draft is paid. It rarely hap-
ens that any difficulty is experienced by a postmaster in negotiating
draft of this description. For this purpose a form of indorsement is
rinted upon it. Should he be unable to obtain the amount of such
raft in his vicinity he will promptly notify the Department. In the
egotiations of these drafts, the postmaster is not at liberty to receive
ny money that is not a legal tender (see sec. 1247), except national
ank notes, inasmuch as he is prohibited from paying out any other
oney for money orders or postal notes presented. If a premium be
eceived for a draft, the postmaster must charge himself therewith.

Sec. 1402. **Daily Remittance of Money-Order Funds.**—The money-order
ccounts must be kept separately from all other accounts, and must be
djusted at the close of each day's business in order that the balance
f money-order funds on hand may be accurately ascertained. Sums
f money-order funds of $50, or more, in excess of the amount of the
npaid advices on hand less than two weeks, at a money-order office,
ust be remitted daily to the designated money-order post-office of the
rst class, where the postmaster shall have been instructed to make his
eposits. Money-order remittances should consist of complete dollars
nly; fractions of a dollar are not in any case to be remitted.

Sec. 1403. Minimum Amount of Remittances of Surplus Money-Order Funds Fixed at $50.—Daily remittances of surplus money-order funds need not be made of a less amount than $50, and the postmaster at every money-order office is hereby authorized, by direction of the Postmaster-General, to retain in his possession $50, and no more, over and above the surplus money-order funds of his office, unless he is allowed a "reserve." Whenever the surplus money-order funds in the hands of a postmaster at a money-order office amounts to $50 or more, *every dollar of such sum must be promptly deposited as required by section 1402.*

Sec. 1404. Special Instructions About Remittances.—The postmaster at every money-order office will make his deposits of money-order funds by transmitting the amount to be deposited in a *registered* package, addressed to the postmaster of the post-office named as his depository. Inclosed in this package he will also send a letter (Form No. 6021), giving in detail an accurate description of the money therein remitted. For the sake of convenience and security, the remittance should be made in *paper* money if practicable. The notes to be remitted should be of the highest denominations procurable, and the postmaster must keep an exact record of all notes, coins, and drafts remitted by him, which record, as well as the description of the money in the remittance letter, should be in accordance with the following instructions:

1. UNITED STATES NOTES.

The denominations of United States notes in use at present are $1, $2, $5, $10, $20, $50, $100, $500, and $1,000.

When remitting United States notes, postmasters should give the series, the number, the "check letter," and the denomination, thus:

"U. S. Note; series of 1880—Z 712576; letter D, $10."

The United States Treasury number will be found in the upper part of the note to the right of the center, except in the $50 note of the series of 1874, where the number will be found near the center of the upper portion of the note. The United States Treasury number is always preceded by a letter, which must be given thus: A 789897.

The "check letter" is printed in two places on every note, one on the right and one on the left, and always in black ink.

2. GOLD AND SILVER CERTIFICATES.

The denominations of gold certificates in use at present are $20, $50, $100, $500, $1,000, $5,000, and $10,000. The denominations of silver certificates are $1, $2, $5, $10, $20, $50, $100, $500, and $1,000.

When remitting certificates postmasters should give the series, the number, the "check letter," the place of issue, and the denomination, thus: "gold certificate; department series—C 1123; letter C; Washington, D. C., $100;" or, "silver certificate; series of 1880—A 1421; letter A; Washington, D. C., $20."

On the first issue of silver certificates the series was not given. The series will be found on all printed since 1880.

The United States Treasury number will be found in the right upper corner and left lower corner of the certificates of all denominations.

The "check letter" is printed in two places on every certificate, one on the right and one on the left, and always in black ink.

3. Treasury Notes of 1890.

e denominations of Treasury notes issued under the act of July 14, 1890, in use esent are $1, $2, $5, $10, $20, $50, $100, $500, and $1,000. The United States Treas- numbers will be found as on United States notes or silver certificates; also the ck letter."

4. National-Bank Notes.

e denominations of national-bank notes in circulation at present are $1, $2, $5, 20, $50, $100, $500, and $1,000. When remitting national-bank notes postmasters ld give the United States Treasury number, the "bank number," the name of ank and the place where located, the "check letter," and the denomination.
the $1 and $2 national-bank notes the United States Treasury number is printed e left margin of the notes; on all other denominations the said number is on the r part of the note, to the right of the center.
e "bank number" on all except the $1 and $2 denominations is in the lower left er of the note, under the picture. On the $1 and $2 denominations the bank ber is on the upper part of the note to the right of the center.
e "check letter" is printed in two places on every note, one on the right and n the left, and always in black ink.

5. Coin.

hen remitting coin, postmasters should give the denominations, thus:

venty-dollar gold pieces	$40
n-dollar gold pieces	30
ve-dollar gold piece	5
lver dollars	20
lver dollars	10

emittances in coin must be inclosed in *coin bags* provided for that pose by the Department. The postmaster who is in need of coin s should make application therefor *not to the Department* but to the tmaster at the money-order office of the first class to whom he remits surplus money-order funds, and who is supplied with these bags for ribution as required.

n making remittances of money-order funds by means of paper money oin sent through the mails, the remitting postmaster should have, ossible, at least one reliable witness at hand who shall be able to ify from personal knowledge, if necessary, that the amount claimed ave been remitted was actually inclosed in a properly-registered kage addressed to the postmaster at the money-order post-office of first class designated to receive the deposit, and, furthermore, that l package, with the money inclosed therein, was securely locked in mail pouch by the postmaster or clerk, and delivered by him to the tractor, employé of the railway-mail service, mail carrier, or other son duly authorized to dispatch the same to destination. The wit- s should sign the letter of remittance, and his name should also be ered by him on the copy of such letter retained by the remitting tmaster, in order that in case of loss the witness may be referred and he should not lose sight of the package, or of the mail pouch

containing it, from the time the money is inclosed until it is taken from the custody of the postmaster. If such witness can not be obtained, the postmaster should make a record of that fact, with a statement of the reasons therefor. Should the remitting postmaster fail to comply with the foregoing instructions, he will be required, if the money is lost, to make good the amount, unless the facts of which he has neglected to provide the evidence are satisfactorily made to appear from other sources. If the remitting postmaster does not receive in due time an acknowledgment of the receipt of the registered package and a certificate of deposit for its contents, he will report the fact to the nearest post-office inspector and to the Superintendent of the Money-Order System.

These deposits may likewise be made by means of drafts drawn by one national bank upon another national bank of the locality where the first-class money-order post-office named as the depository is situated, *provided such drafts can be obtained without cost.* Postmasters are instructed that the unauthorized use of any portion of the money-order funds, for which they are accountable, or any failure to remit or to pay over their surplus money-order funds in compliance with the instructions given them by the Postmaster-General, will subject them to the penalties prescribed by law for such offenses. If a remittance of surplus money-order funds should contain any notes which appear to the receiving postmaster to be counterfeit, he should submit such notes to the nearest Assistant Treasurer of the United States or to the proper officer of any national bank for examination, who will, in accordance with instructions from the Treasury Department, stamp or brand the notes as counterfeit if they should prove to be so. They should then be returned, with a certificate of deposit for the remainder of the remittance, to the postmaster who forwarded them. In case a remittance should contain any notes or drafts other than those of national banks, the receiving postmaster should report the fact to the Superintendent of the Money-Order System.

Sec. 1405. No Credit for Remittances until Receipt is Obtained.—Postmasters are prohibited from taking credit in their money-order cash books or in their money-order statements for the amount of any remittance until they shall have received a "certificate of deposit" therefor from the designated money-order post-office of the first class to which it was sent. The amount of each remittance for which no certificate has been received must appear in the money-order cash book and in the money-order statement as a part of the "cash balance on hand," *exactly as though no remittance had been made;* but it should be entered with its proper date in the blank space provided for such entries at the bottom of the money-order statement. A failure to comply with this requirement will be deemed sufficient cause for the removal of the offending postmaster.

Sec. 1406. Postmasters Must Remit Promptly.—The dates entered in the money-order statements of the issues of the several money orders and

ostal notes, and also of the deposits received at first-class money-rder offices, will clearly show to the Department when the moneys eceived for such issues and deposits should have been remitted; and ostmasters will be held strictly accountable for any failure to remit or deposit promptly in obedience to these instructions.

Sec. 1407. The "Fixed Reserve," and How to Use It.—At certain domes-ic money-order post-offices the fluctuating character of the business akes it necessary that a small sum of money be kept constantly on and to insure the prompt payment of money orders and postal notes n presentation. The sum is specified in each instance, by the direc-ion of the Postmaster-General, and is known as the "fixed reserve." ts amount is determined by the nature and extent of the business of he post-office to which it is allowed, and may be changed from time to ime by the Superintendent of the Money-Order System. The "fixed eserve" is allowed solely to *domestic* money-order offices.

Postmasters to whom a "fixed reserve" is allowed may retain from laily deposit the amount of the "fixed reserve," and no more, except hen the amount of unpaid advices on hand less than two weeks ex-eeds such reserve, in which event the postmaster may retain a sum hich, when added to his "fixed reserve," will equal the amount of uch unpaid advices. For instance, suppose the postmaster's "fixed eserve" is $100, and that he has unpaid advices on hand less than two reeks to the amount of $175; in this case he will be at liberty to with-old from deposit only $75 in addition to his fixed reserve of $100. He vill thus have $175 to meet the amount of such unpaid advices.

In the total of unpaid advices on hand less than two weeks is to be ncluded the amount of money orders, payment of which has been re-used for the reason that the corresponding advices have not been re-eived, but for which second advices have been requested from the ssuing postmaster by the postmaster drawn upon.

Postmasters at money-order offices who have no "fixed reserve" are ot allowed to retain more than the amount of their unpaid advices on and not more than two weeks; and they must deposit daily the sur-lus in excess of that amount, if such surplus is $50 or more; amounts f less than $50 need not be deposited by a postmaster at a money-order ffice under any circumstances. (See Sec. 1403.)

Sec. 1408. The "Irrespective Reserve," and How to Use It.—At certain *nternational* money-order offices it is necessary that a reserve be kept onstantly on hand with which to meet the payment of money orders nd postal notes when presented. Such reserve is termed an "Irre-pective Reserve." An "irrespective reserve" is only established at ffices which do an *international* as well as a domestic money-order busi-ess. The term "irrespective" implies that only a certain sum (the maxi-num amount of the "irrespective reserve") should be withheld from laily deposit, and that a larger sum than such reserve *must not be with-eld even when the amount of the unpaid advices on hand not more than*

two weeks exceeds this reserve. In other words, if the aggregate amount of unpaid advices on hand not more than two weeks is at any time *less* than the amount of the "irrespective reserve," the residue (difference between the amount of such advices and the reserve) should be deposited; and if, on the other hand, the amount of such advices is *greater* than the "irrespective reserve," *only the amount of the reserve can be withheld.*

Sec. 1409. Money-Order Statements.—Money-order statements are to be rendered *weekly* by postmasters at *international* money-order offices, and at stations transacting international money-order business; *semi-monthly* by postmasters at *the larger domestic* money-order offices, and at stations doing domestic money-order business only; and *monthly* by postmasters at *small domestic money-order offices and at postal-note offices.*

In making out money-order statements postmasters must be careful to state therein all the particulars required by the printed instructions on such statements; to write the names of the remitters and payees of money orders so plainly that they may be easily read; and to compare the several items with those contained in the registers and cash books.

Statements are to be inclosed in envelopes bearing the following printed address: *First Assistant Postmaster-General, "For Office Superintendent Money-Order System,"* etc., and forwarded in *registered* package envelopes addressed to the postmaster at Washington, D. C.

Sec. 1410. Vouchers to Accompany Money-Order Statements.—All money-order vouchers—that is to say, the paid and repaid money orders, paid postal notes, money orders and postal notes treated as "not issued," and receipts for incidental expenses—must invariably accompany the statement in which they are entered, which will not be considered complete without them.

In a smaller envelope, especially provided for that purpose, must be placed the paid and "not issued" (spoiled) postal notes, which smaller envelope must be inclosed within the larger, and the larger envelope, having been addressed "First Assistant Postmaster-General, for office Superintendent of the Money-Order System, Post-Office Department, Washington, D. C.," will be placed in a registered package envelope, which will be addressed to the *Postmaster*, Washington, D. C., and forwarded in the usual manner. Postmasters must not place either the statement or the paid orders in the smaller envelope; use it only for inclosing paid postal notes and postal notes treated as "Not Issued."

Statements which do not contain any of the money-order vouchers above enumerated *need not be registered.*

Sec. 1411. Money-Order Statements to be Numbered Consecutively.—Postmasters must number their money-order statements consecutively, beginning with No. 1 for the first statement made in the month of January of each year. On January 1 of each year a circular containing a list of numbers covering a calendar year is sent to the postmaster at

every domestic and international money-order office and to the postmaster at every postal-note office, and postmasters should number their money-order or postal-note statements in accordance with the instructions in such circular.

Sec. 1412. Weekly Statements at Close of Quarter.—Postmasters at *international* money-order offices will be careful to enter in their *weekly* statements neither more nor less than the transactions of one week, and the week must be understood to commence on Monday and to end on Saturday. But at the expiration of each quarter of the year, viz, 31st of March, 30th of June, 30th of September, and 31st of December, should either of these days not fall on Saturday or Sunday, a statement must be made up and forwarded of the business transacted from the last Saturday but one in the month up to the close of the last day of that month and quarter. The next succeeding statement must embrace all the business transacted since the first day of the first month of the next quarter up to the close of the second Saturday of said month.

Sec. 1413. Statements of "No Business."—If no money-order or postal-note business has been transacted during the period for which the postmaster is required to forward a statement, he will send forward the usual statement form, *giving the last balance*, and bearing the words "NO BUSINESS" written across the face of the blank.

The cash balance, however small, remaining on hand at the close of the period covered by the preceding statement must be brought forward and accounted for in the usual way, and from week to week, fortnight to fortnight, or month to month, as the case may be.

Sec. 1414. Amount of Unpaid Advices on Hand Less Than Two Weeks to be Noted in Statements.—Every postmaster is required in making up his money-order statements to enter therein the amount of unpaid advices which have been in his hands less than two weeks. In case no unpaid advices are on hand at the close of the period covered by the statement, the fact should be noted therein by writing the words NO UNPAID ADVICES ON HAND in the space reserved at the foot of the statement for the amount of unpaid advices.

Sec. 1415. Importance of Promptly Transmitting Money-Order and Postal-Note Statements.—Negligence or delay in transmitting the money-order or postal-note statements, forwarding advices, or in remitting funds for deposit, according to instructions, are serious obstacles to the successful working of the Money-Order System, and postmasters must be cautious in these respects. As intimated elsewhere, the withholding of money in violation of the regulations, and the illegal use thereof, will subject the offender to severe penalties.

TITLE IX.

POSTAL CRIMES.

CHAPTER FIFTY-THREE.

VIOLATIONS OF THE POSTAL LAWS AND PROSECUTIONS THEREFOR.

JURISDICTION.

Sec. 1416. Of the United States Courts.—The district courts shall have jurisdiction of all crimes and offenses cognizable under the authority of the United States, committed within their respective districts or upon the high seas, the punishment of which is not capital. * * * (R. S., § 563.)

The circuit court shall have original jurisdiction, as follows: * * * Exclusive cognizance of all crimes and offenses cognizable under the authority of the United States, except where it is or may be otherwise provided by law, and concurrent jurisdiction with the district courts of crimes and offenses cognizable therein. (R. S., § 629.)

Sec. 1417. Of State Courts.—All causes of action arising under the postal laws may be sued, and all offenders against the same may be prosecuted, before the justices of the peace, magistrates, or other judicial courts of the several States and Territories having competent jurisdiction by the laws thereof, to the trial of claims and demands of as great value, and of prosecutions where the punishments are of as great extent; and such justices, magistrates, or judiciary shall take cognizance thereof, and proceed to judgment and execution as in other cases. (R. S., § 3833.)

ARRESTS AND PRELIMINARY PROCEEDINGS.

Sec. 1418. Duty of Postmasters Causing Arrests for Violations of the Postal Laws.—When an arrest has been made at the instance of a postmaster the prisoner should be put in custody of the United States marshal for the proper district, or his deputy, at the earliest possible moment. If examination of the accused can not conveniently be had before a judge or commissioner of the United States he should be taken before a justice of the peace, or some other State officer, authorized by the next section to examine and hold to bail, whose attention may be called to the

tatute of the United States (R. S., § 1014, quoted as the next section) o remove any doubt as to his jurisdiction.

Sec. 1419. Preliminary Proceedings before Whom.—For any crime or offense against the United States the offender may, by any justice or judge of the United States, or by any commissioner of a circuit court to take bail, or by any chancellor, judge of a supreme or superior court, chief or first judge of common pleas, mayor of a city, justice of the peace, or other magistrate, of any State where he may be found, and agreeably to the usual mode of process against offenders in such State, and at the expense of the United States, be arrested and imprisoned, or bailed, as the case may be, for trial before such court of the United States as by law has cognizance of the offense. Copies of the process shall be returned as speedily as may be into the clerk's office of such court, together with the recognizances of the witnesses for their appearance to testify in the case. And where any offender or witness is committed in any district other than that where the offense is to be tried, it shall be the duty of the judge of the district where such offender or witness is imprisoned, seasonably to issue, and of the marshal to execute, a warrant for his removal to the district where the trial is to be had. (R. S., § 1014.)

CRIMES AND MISDEMEANORS.

Sec. 1420. Forgery or Counterfeiting of Postal Money Orders.—Any person who shall, with intent to defraud, falsely forge or counterfeit the signature of any postmaster, assistant postmaster, chief clerk, or clerk upon or to any money order or postal note, or blank therefor provided or issued by or under the direction of the Post-Office Department of the United States, or of any foreign country, and payable in the United States, or any material signature or indorsement thereon, or any material signature to any receipt or certificate of identification thereon;

Any person who shall falsely alter, or cause or procure to be falsely altered in any material respect, or knowingly aid or assist in falsely so altering any such money order or postal note;

Any person who shall, with intent to defraud, pass, utter, or publish any such forged or altered money order or postal note, knowing any material signature or indorsement thereon to be false, forged, or counterfeited, or any material alteration therein to have been falsely made;

Any postmaster, assistant postmaster, or clerk employed in any post-office or branch post-office who shall issue any money order or postal note, without having previously received or paid the full amount of money payable therefor, with the purpose of fraudulently obtaining or receiving, or fraudulently enabling any other person, either directly or indirectly, to obtain or receive from the United States, or any officer or agent thereof, the sum of money specified in such money order or postal note;

Any person who, with intent to defraud the United States, transmits, or presents to, or causes or procures to be transmitted to or presented to any officer, or at any office of the Government of the United States any money order or postal note, knowing the same to contain any forged or counterfeited signature to the same or to any material indorsement, receipt, or certificate thereon, or material alteration therein unlawfully made, or to have been unlawfully issued without previous payment of the amount required to be paid upon such issue, shall, upon conviction, be punishable by fine of not more than five thousand dollars, or by imprisonment at hard labor for not less than one year and not more than five years.

(Sec. 5463 as amended by act June 18, 1888, Sup., R. S., 1891, 593.)

Sec. 1421. Forgery or Counterfeiting Postage Stamps, Dies, etc.—Any person who shall forge or counterfeit any postage stamp, or any stamp printed upon any stamped envelope, postal card, or any die, plate, or engraving therefor; any person who shall make, or print, or knowingly use or sell, or have in possession, with intent to use or sell, any such forged or counterfeited postage stamp, stamped envelope, postal card, die, plate, or engraving; any person who shall make, or knowingly use or sell, or have in possession, with intent to use or sell, any paper bearing the water mark of any stamped envelope, postal card, or any fraudulent imitation thereof; any person who shall make or print, or authorize or procure to be made or printed, any postage stamp, stamped envelope, or postal card, of the kind authorized and provided by the Post-Office Department, without the special authority and direction of the Department; any person who shall, after such postage stamp, stamped envelope, or postal card, have been printed, and with intent to defraud the postal revenue, deliver the same to any person not authorized by an instrument of writing, duly executed under the hand of the Postmaster-General and the seal of the Post-Office Department, to receive them, shall be punished by a fine of not more than $500, or by imprisonment at hard labor not more than five years, or by both such fine and imprisonment. (R. S., § 5464.)

Sec. 1422. Forging or Counterfeiting Foreign Postage Stamps.—Any person who shall forge or counterfeit or knowingly utter or use any forged or counterfeited postage stamp of any foreign Government shall be punished by imprisonment at hard labor of not less than two nor more than ten years. (R. S., § 5465.)

Sec. 1423. Penalty for Injuring Street Mailing Boxes.—Every person who willfully and maliciously injures, tears down, or destroys any letter box, pillar box, or other receptacle established by the Postmaster-General for the safe deposit of matter for the mail or for delivery, or who willfully and maliciously assaults any letter-carrier, when in uniform, while engaged on his route in the discharge of his duty as a letter-carrier, and every person who willfully aids or assists therein, shall for every such offense be punishable by a fine of not less than $100, and not more than

1,000, or by imprisonment for not less than one year and not more an three. (R. S., § 3869.)

Sec. 1424. Injuring Mail Matter in Street Mailing Box, etc.—Any person ho shall willfully or maliciously injure, deface, or destroy any mail atter deposited in any letter box, pillar box, or other receptacle es- ablished by authority of the Postmaster-General for the safe deposit f matter for the mail or for delivery, or who shall willfully aid or assist injuring such mail matter, shall be punishable by a fine of not more an $500, or by imprisonment for not more than three years. (R. S., 5466.)

Sec. 1425. Embezzlement of Letters Containing Inclosures.—Any person mployed in any department of the postal service who shall secrete, mbezzle, or destroy any letter, packet, bag, or mail of letters intrusted him, or which shall come into his possession, and which was intended be conveyed by mail, or carried or delivered by any mail carrier, ail messenger, route agent, letter-carrier, or other person employed in ny department of the postal service, or forwarded through or delivered om any post-office or branch post-office established by authority of the ostmaster-General, and which shall contain any note, bond, draft, heck, warrant, revenue stamp, postage stamp, stamped envelope, ostal card, money order, certificate of stock, or other pecuniary obliga- ion or security of the Government, or of any officer or fiscal agent thereof, f any description whatever; any bank note, blank post bill, bill of ex- hange, or note of assignment of stock in the funds; any letter of ttorney for receiving annuities or dividends, selling stock in the funds, r collecting the interest thereof; any letter of credit, note, bond, war- ant, draft, bill, promissory note, covenant, contract or agreement hatsoever, for or relating to the payment of money, or the delivery of ny article of value, or the performance of any act, matter, or thing; ny receipt, release, acquittance, or discharge of or from any debt, cove- ant, or demand, or any part thereof; any copy of the record of any judgment or decree in any court of law or chancery or any execution which may have issued thereon; any copy of any other record, or any ther article of value, or writing representing the same; any such per- on who shall steal or take any of the things aforesaid out of any letter, packet, bag, or mail of letters which shall have come into his possession, either in the regular course of his official duties or in any other manner whatever, and provided the same shall not have been delivered to the party to whom it is directed, shall be punishable by imprisonment at hard labor for not less than one year nor more than five years. (R. S., § 5467.)

An indictment which charges the defendant with unlawfully abstracting a letter containing bank notes from the mail is good, if it alleges that the letter containing bank notes was put into the post-office to be conveyed by post, and came into pos- session of defendant as a driver of the mail stage. (The United States v. Martin, 2 McLean, 256.)

In an indictment for embezzlement, under this section, it is sufficient to charge

"that defendant was a person employed in one of the departments of the Post-Office establishment of the United States." (The United States *v.* Patterson, 6 McLean, 486.)

It is not necessary to aver in an indictment, under this section, that the letter embezzled was intended to be conveyed to any particular place; an averment that it was intended to be conveyed by post being sufficient. (U. S. *v.* Okie, 5 Blatch., 576. See also U. S. *v.* Randall, 1 Deady, 524; U. S. *v.* Hardyman, 13 Pet., 176; U. S. *v.* Golding, 2 Curtis's C. C., 212; U. S. *v.* Winter; U. S. *v.* Jenther, 13 Blatch., 333, 335.)

The purpose of the above-quoted statute (R. S., § 5467) is to prevent and punish any interference with the contents of a letter in the custody of the mail; and a postmaster who takes money out of a registered letter, and borrows it, with the hope and expectation of returning it, and does return it, is guilty of embezzlement. (United States *v.* Thompson, 29 Fed. Rep., 706.)

When the indictment alleges ownership in the person to whom a registered letter was directed, and it appears in proof that when it was stolen the sender had deposited it with the postmaster, taking his receipt therefor, and it had in due course of mail left the mailing office, held, that its custody by the Post-Office Department was for the benefit of the person to whom it was addressed; that it was his property, and the sender had no control over it; and that the proofs sustained the allegation that the addressee is the owner. (United States *v.* Jackson, 29 Fed. Rep., 503.)

A local mail agent employed and paid by a railroad company to carry mail bags to and from post-offices, and who has taken the oath required of persons employed in the handling of the mails, is an employé of the postal service within the meaning of this section, and may be indicted thereunder for stealing the contents of a letter handed to him to put upon the train outside of the mail bag. (United States *v.* Hamilton, 11 Biss., C. Ct., 85.)

A letter-carrier who embezzles a letter intended to be conveyed by mail, and intrusted to him as such carrier, is indictable under this section. (United States *v.* Pelletreau, 14 Blatch, 126.)

Sec. 1426. Meaning of Words "Intended to be Conveyed by Mail."—The fact that any letter, packet, bag, or mail of letters has been deposited in any post-office or branch post-office established by authority of the Postmaster-General, or in any other authorized depository for mail matter, or in charge of any postmaster, assistant clerk, carrier, agent, or messenger employed in any department of the postal service, shall be evidence that the same was "intended to be conveyed by mail" within the meaning of the two preceding sections. (R. S., § 5468.)

Sec. 1427. Embezzlement or Larceny of Government Property.—That any person who shall embezzle, steal, or purloin any money, property, record, voucher, or valuable thing whatever, of the moneys, goods, chattels, records, or property of the United States, shall be deemed guilty of felony, and on conviction thereof before the district or circuit court of the United States in the district wherein said offense may have been committed, or into which he shall carry or have in possession of said property so embezzled, stolen, or purloined, shall be punished therefor by imprisonment at hard labor in the penitentiary not exceeding five years, or by a fine not exceeding $5,000, or both, at the discretion of the court before which he shall be convicted. (Act of March 3, 1875, § 1, 18 Stats., 479.)

Sec. 1428. Receiving Stolen Property of Government.—That if any person shall receive, conceal, or aid in concealing, or have, or retain in his pos-

session with intent to convert to his own use or gain, any money, property, record, voucher, or valuable thing whatever, of the moneys, goods, chattels, records, or property of the United States, which has heretofore been embezzled, stolen, or purloined from the United States by any other person, knowing the same to have been so embezzled, stolen, or purloined, such person shall, on conviction before the circuit or district court of the United States in the district wherein he may have such property, be punished by a fine not exceeding $5,000, or imprisonment at hard labor in the penitentiary not exceeding five years, one or both, at the discretion of the court before which he shall be convicted.

And such receiver may be tried either before or after the conviction of the principal felon, but if the party has been convicted, then the judgment against him shall be conclusive evidence in the prosecution against such receiver that the property of the United States therein described has been embezzled, stolen, or purloined. (Act of March 3, 1875, § 2, 18 Stats., 479.)

Sec. 1429. Loaning, Using, or Unauthorized Deposit of Public Moneys.—Every officer or other person charged by any act of Congress with the safe-keeping of the public moneys, who fails to safely keep the same, without loaning, using, converting to his own use, depositing in banks, or exchanging for other funds than as specially allowed by law, shall be guilty of embezzlement of the moneys so loaned, used, converted, deposited, or exchanged; and shall be imprisoned not less than six months nor more than ten years, and fined in a sum equal to the amount of money so embezzled. (R. S., § 5490.)

Sec. 1430. Penalty for Detaining, Opening, or Destroying Letters.—Any person employed in any department of the postal service who shall unlawfully detain, delay, or open any letter, packet, bag, or mail of letters intrusted to him or which has come into his possession, and which was intended to be conveyed by mail or carried or delivered by any mail-carrier, mail messenger, route agent, letter-carrier, or other person employed in any department of the postal service, or forwarded through or delivered from any post-office or branch post-office established by authority of the Postmaster-General, or who shall secrete, embezzle, or destroy any such letter, packet, bag, or mail of letters, although it does not contain any security for or assurance relating to money or other thing of value, shall be punishable by a fine of not more than five hundred dollars or by imprisonment for not more than one year, or by both. (R. S., § 3891.)

NOTE.—It is a criminal offense, under this section, for any one in the employ of any department of the postal service to unlawfully detain, delay, or open any mailable packet of merchandise which has come into his possession and which is intended to be conveyed by mail. (United States *v.* Blackman, 17 Fed. Rep., 837.)

Sec. 1431. Penalty for Intercepting or Secreting Letters.—Any person who shall take any letter, postal card, or packet, although it does not contain any article of value or evidence thereof, out of a post-office or

branch post-office, or from a letter or mail carrier, or which has been in any post-office or branch post-office, or in the custody of any letter or mail carrier, before it has been delivered to the person to whom it was directed, with a design to obstruct the correspondence or to pry into the business or secrets of another, or shall secrete, embezzle, or destroy the same, shall, for every such offense, be punishable by a fine of not more than $500 or by imprisonment at hard labor for not more than one year, or by both. (R. S., § 3892.)

See U. S. v. Bond, 2 Curtis, 265; U. S. v. Lancaster, 2 McLean, 431.

Sec. 1432. Stealing or Fraudulently Obtaining Mail; Opening Valuable Letters.—Any person who shall steal the mail or steal or take from or out of any mail or post-office, branch post-office, or other authorized depository for mail matter, any letter or packet; any person who shall take the mail, or any letter or packet therefrom, or from any post-office, branch post-office, or other authorized depository for mail matter, with or without the consent of the person having custody thereof, and open, embezzle, or destroy any such mail, letter, or package which shall contain any note, bond, draft, check, warrant, revenue stamp, postage stamp, stamped envelope, money-order, certificate of stock, or other pecuniary obligation or security of the Government, or of any officer or fiscal agent thereof, of any description whatever; any bank note, bank post bill, bill of exchange, or note of assignment of stock in the funds; any letter of attorney for receiving annuities or dividends, selling stock in the funds, or collecting the interest thereof; any letter of credit, note, bond, warrant, draft, bill, promissory note, covenant, contract, or agreement whatsoever, for or relating to the payment or the delivery of any article of value, or the performance of any act, matter, or thing; any receipt, release, acquittance, or discharge of or from any debt, covenant, or demand, or any part thereof; any copy of record of any judgment or decree in any court of law or chancery, or any execution which may have issued thereon; any copy of any other record, or any other article of value, or any writing representing the same; any person who shall, by fraud or deception, obtain, from any person having custody thereof, any such mail, letter, or packet containing any such article of value shall, although not employed in the postal service, be punishable by imprisonment at hard labor for not less than one year and not more than five years. (R. S., § 5469. See also R. S., § 5535.)

This section does not look beyond a possession of letters obtained *wrongfully* from the post-office or from a mail carrier. After the voluntary termination of the custody of a letter by the post-office or its agents the rights of the real proprietor of the letter are under the guardianship of the local law, and not of that of the United States. (U. S. v. Parsons, 2 Blatch., 104.)

To constitute a post-office under this section, the place where the business of keeping, forwarding, and distributing mailable matter is conducted need not be a building set apart for that use, or any apartment or room in a building; but, according to the extent of the business done, may be a desk, or a trunk, or box, carried about a house or from one building to another. (The United States v. Marselis, 2 Blatch., 108.)

A decoy letter, containing money, mailed for the purpose of entrapping a clerk in a post-office, etc., is within this section. (U. S. *v.* Collingham, 2 Blatch., 470. *Vide* also U. S. *v.* Pond, 2 Curtis's C. C., 265; U. S. *v.* Lander, 6 McLean, 598; U. S. *v.* Fisher, 2 McLean, 23.)

The penalty of imprisonment may be imposed upon an employé for stealing a letter from a railway postal car. (United States *v.* Falkenheimer, 21 Fed. Rep., 624.)

Sec. 1433. Receiving Articles Stolen from the Mails.—Any person who shall buy, receive, or conceal, or aid in buying, receiving, or concealing, any note, bond, draft, check, warrant, revenue stamp, postage stamp, stamped envelope, postal card, money order, certificate of stock, or other pecuniary obligation or security of the Government, or of any officer or fiscal agent thereof, of any description whatever; any bank note, bank post bill, bill of exchange, or note of assignment of stock in the funds; any letter of attorney for receiving annuities or dividends, selling stock in the funds, or collecting the interest thereof; any letter of credit, note, bond, warrant, draft, bill, promissory note, covenant, contract, or agreement whatsoever, for or relating to the payment of money or the delivery of any article of value, or the performance of any act, matter, or thing; any receipt, release, acquittal, or discharge of or from any debt, covenant, or demand, or any part thereof; any copy of the record of any judgment or decree in any court of law or chancery, or any execution which may have issued thereon; any copy of any other record, or any other article of value or writing representing the same, knowing any such article or thing to have been stolen or embezzled from the mail, or out of any post-office, branch post-office, or other authorized depository for mail matter, or from any person having custody thereof, shall be punishable by a fine of not more than $2,000, and by imprisonment at hard labor for not more than five years. (R. S., § 5470.)

See U. S. *v.* Hardyman, 13 Pet., 176.

Sec. 1434. Stealing, Detaining, or Destroying Newspapers.—Any person employed in any department of the postal service who shall improperly detain, delay, embezzle, or destroy any newspaper, or permit any other person to detain, delay, embezzle, or destroy the same, or open, or permit any other person to open, any mail or package of newspapers not directed to the office where he is employed, shall be punishable by a fine of not more than $50. And if any other person shall open, embezzle, or destroy any mail or package of newspapers not being directed to him, and he not being authorized to open or receive the same, he shall be punishable by a fine of not more than $20. And any person who shall take or steal any mail or package of newspapers from any post-office, or from any person having custody thereof, shall be imprisoned at hard labor for not more than three months. (R. S., § 5471.)

For Embezzlement of Money-Order Funds, see section 1394.

Sec. 1435. Robbery of the Mail.—Any person who shall rob any carrier, agent, or other person intrusted with the mail, of such mail, or any part thereof, shall be punishable by imprisonment at hard labor for not

less than five years and not more than ten years; and if convicted a second time of a like offense, or if, in effecting such robbery the first time, the robber shall wound the person having custody of the mail, or put his life in jeopardy by the use of dangerous weapons, such offender shall be punishable by imprisonment at hard labor for the term of his natural life. (R. S., § 5472.)

Any person hereafter convicted of any robbery or burglary in the Indian Territory shall be punished by a fine of not exceeding $1,000, or imprisonment not exceeding fifteen years, or both, at the discretion of the court;

Provided, That this act shall not be so construed as to apply to any offense committed by one Indian upon the person or property of another Indian, or so as to repeal any former act in relation to robbing the mails or robbing any person of property belonging to the United States. (Act Feb. 15, 1888, sup. R. S., 1891, 578–9.)

Sec. 1436. Attempting to Rob the Mail.—Any person who shall attempt to rob the mail by assaulting the person having custody thereof, shooting at him or his horse, or threatening him with dangerous weapons, and shall not effect such robbery, shall be punishable by imprisonment at hard labor for not less than two years and not more than ten years. (R. S., § 5473.)

Sec. 1437. Deserting the Mail.—Any person who shall have taken charge of the mail and shall voluntarily quit or desert the same before he has delivered it into the post-office at the termination of the route, or to some known mail carrier, messenger, agent, or other employé of the Post-Office Department authorized to receive the same, shall be punishable by a fine of not more than $500, and by imprisonment for not less than three months nor more than one year. (R. S., § 5474.)

Sec. 1438. Stealing Post-Office Property.—Any person who shall steal, purloin, or embezzle any mail bag or other property in use by or belonging to the Post-Office Department, or who shall, for any lucre, gain, or convenience, appropriate any such property to his own or any other than its proper use, or who shall, for any lucre or gain, convey away any such property to the hindrance or detriment of the public service; if the value of the property be $25 or more, the offender shall be punishable by imprisonment at hard labor for not more than three years, and if the value of the property be less than $25, the offender shall be punishable by imprisonment for not more than one year, or by a fine of not less than $10 and not more than $200. (R. S., § 5475.)

Sec. 1439. Injuring Mail Bags, etc.—Any person who shall tear, cut, or otherwise injure any mail bag, pouch, or other thing used or designed for use in the conveyance of the mail, or who shall draw or break any staple, or loosen any part of any lock, chain, or strap attached thereto, with intent to rob or steal any such mail, or to render the same insecure, shall be punishable by a fine of not less than one hundred dollars and

not more than five hundred, or by imprisonment at hard labor for not less than one year and not more than three years. (R. S., § 5476.)

Sec. 1440. Stealing or Forging Mail Locks or Keys.—Any person who shall steal, purloin, embezzle, or obtain by any false pretense, or shall aid or assist in stealing, purloining, embezzling, or obtaining by any false pretense, any key suited to any lock adopted by the Post-Office Department and in use on any of the mails or bags thereof; any person who shall knowingly and unlawfully make, forge, or counterfeit, or cause to be unlawfully made, forged, or counterfeited, or knowingly aid or assist in making, forging, or counterfeiting, any such key; any person who shall have in his possession any such mail lock or key, with the intent unlawfully or improperly to use, sell, or otherwise dispose of the same, or to cause the same to be unlawfully or improperly used, sold, or otherwise disposed of; or any person engaged as contractor or otherwise in the manufacture of any such mail locks or keys who shall deliver, or cause to be delivered, any finished or unfinished lock or key used or designed for use by the Department, or the interior part of any such lock, to any person not duly authorized, under the hand of the Postmaster-General and the seal of the Post-Office Department, to receive the same, unless the person receiving is the contractor for furnishing the same, or engaged in the manufacture thereof in the manner authorized by the contract, or the agent for such manufacture, shall be punishable by imprisonment at hard labor for not more than ten years. (R. S., § 5477.)

Sec. 1441. Breaking and Entering Post-Office.—Any person who shall forcibly break into or attempt to break into any post-office, or any building used in whole or in part as a post-office, with intent to commit therein larceny or other depredation, shall be punishable by a fine of not more than $1,000, and by imprisonment at hard labor for not more than five years. (R. S., § 5478.)

Sec. 1442. Counterfeiting Bid, Bond, etc.—If any person shall falsely make, alter, forge, or counterfeit, or cause or procure to be falsely made, altered, forged, or counterfeited, or willingly aid or assist in the false making, altering, forging, or counterfeiting, any bond, bid, proposal, guaranty, security, official bond, public record, affidavit, or other writing for the purpose of defrauding the United States; or shall utter or publish as true, or cause to be uttered or published as true, any such false, forged, altered, or counterfeited bond, bid, proposal, guaranty, security, official bond, public record, affidavit, or other writing, for the purpose of defrauding the United States, knowing the same to be false, forged, altered, or counterfeited; or shall transmit to or present at, or cause [*to*] [or] procure to be transmitted to or presented at, the office of any officer of the United States, any such false, forged, altered, or counterfeited bond, bid, proposal, guaranty, security, official bond, public record, affidavit, or other writing, knowing the same to be false, forged, altered, or counterfeited, for the purpose of defrauding the United States, shall be punishable by a fine of not more than $1,000, or by imprisonment at hard

labor for not more than ten years, or by both such punishments. (R. S., § 5479; see, also, R. S., § 5418.)

Sec. 1443. Accessory to Robbery of the Mail.—Every accessory after the fact to any robbery of the carrier, agent, or other person intrusted with the mail, of such mail or of any part thereof, shall be fined not more than $2,000, and be imprisoned at hard labor not more than ten years. (R. S., § 5534.)

Sec. 1444. Accessory to Stealing Mail Matter.—Every accessory after the fact to the offense of stealing or taking any letter, or other mail matter, or any inclosure therein, shall be fined not more than $1,000, and be imprisoned not more than five years. (R. S., § 5535.) (See §§§ 1425, 1432, 1434.)

Sec. 1445. Willfully Neglecting to Deposit Postal Revenues.—Any officer, agent, postmaster, clerk, or other person employed in any branch of the postal service having temporary custody of any money taken from dead letters; any money derived from the sale of waste paper or other public property of the Post-Office Department; or any money derived from any other source which by law is part of the postal revenues, who shall willfully neglect to deposit the same in the Treasury of the United States, or in some other depository authorized to receive the same, shall be deemed guilty of embezzlement, and be punishable to a fine of not more than double the sum so retained, or by imprisonment for not more than three years, or both. And any person intrusted by law with the sale of postage stamps or stamped envelopes, who shall refuse or neglect to account for the same, or who shall pledge or hypothecate or unlawfully dispose of them, for any purpose whatever, shall be deemed guilty of embezzlement, and shall be punishable by the like fine and imprisonment as are provided in this section for the embezzlement of money. (R. S., § 4053.)

Sec. 1446. Failure to Deposit with Proper Depositary.—Every person who, having moneys of the United States in his hands or possession, fails to make deposit of the same with the treasurer, or some assistant treasurer, or some public depositary of the United States, when required so to do by the Secretary of the Treasury, or the head of any other proper Department, or by the accounting officers of the Treasury, shall be deemed guilty of embezzlement thereof, and shall be imprisoned not less than six months nor more than ten years, and fined in a sum equal to the amount of money embezzled. (R. S., § 5492.)

Sec. 1447. Fraudulent Receipts of Postage.—If any postmaster, or other person authorized by the Postmaster-General to receive the postage of letters, shall fraudulently demand or receive any rate of postage or gratuity or reward other than is provided by this section for the postage of letters or packets, he shall be punishable by a fine of $100. (R. S., § 3899.)

Sec. 1448. Printing upon Vessels, etc., the Words "United States Mail."—Any person who shall paint, print, or in any manner place upon or attach to any steamboat or other vessel, or any stage coach or other ve-

hicle, not actually used in carrying the mail, the words "United States mail," or any other words, letters, or characters of like import; or any person who shall give notice, by publishing in any newspaper or otherwise, that any steamboat or other vessel, or any stage coach or other vehicle, is used in carrying the mail, when the same is not actually so used; or any person willfully aiding or abetting therein, shall, for every such offense, be punishable by a fine of not less than $100 nor more than $500. (R. S., § 3979.)

Sec. 1449. Unlawfully Removing Stamps, &c.—Any person employed in any branch of the postal service who shall willfully and unlawfully remove from any mail matter any postage stamp affixed thereto in payment of the postage shall be punishable by a fine of not more than $100, or by imprisonment for not more than six months. (R. S., § 3922.)

Sec. 1450. Removing Cancellation from Stamps, etc.—If any person employed in any department of the Post-Office establishment of the United States shall willfully and knowingly use, or cause to be used, in prepayment of postage, any postage stamps, postal cards, or stamped envelope issued, or which may hereafter be issued, by authority of an act of Congress, or of the Postmaster-General, which has already been once used for a like purpose, or shall remove or attempt to remove the canceling or defacing marks from any such postage stamp, or stamped envelope, or postal card, with intent to use or cause the use of the same a second time, or to sell, or offer to sell, the same, or shall remove from letters or other mail matter deposited in or received at a post-office the stamps attached to the same in payment of postage with intent to use the same a second time for a like purpose, or to sell, or offer to sell, the same, every such offender shall be deemed guilty of felony, and shall be imprisoned for not less than one year nor more than three years. (R. S., § 3924.)

Sec. 1451. Removal of Cancellation from Stamps, etc., or Selling or Using Same.—If any person not employed in any department of the Post-Office establishment of the United States shall commit any of the offenses described in the preceding section [R. S., § 3924, section 1450] every such person shall be deemed guilty of a misdemeanor, and be punishable by imprisonment for not less than six months nor more than one year, or by a fine of not less than $100 nor more than $500 for each offense, or by both. (R. S., § 3925.)

That any person who shall use, or attempt to use, in payment of postage, any canceled postage stamp or postage stamps, whether the same have been before used or not, or who shall by any means remove, or attempt to remove, or assist in removing, marks from any postage stamp or postage stamps, with intent to use the same in payment of postage, or who knowingly shall have in his possession any postage stamp or postage stamps canceled, with intent to use the same, or from which such cancellation marks have been removed, or who shall sell or offer to sell any such stamp or stamps, or who shall use or attempt to

use the same in payment of postage, or who shall remove the super scription from any stamped envelope or postal card that has once bee used in the payment of postage, with intent to again use the same fo a like purpose, shall be deemed guilty of a misdemeanor, and shall, o conviction thereof, be punished by imprisonment for not less than si months nor more than one year, or by a fine of not less than $100 no more than $500 for each offense, or by both such fine and imprisor ment, in the discretion of the court. (Act of March 3, 1879, § 28, 2 Stats., 362).

Sec. 1452. False Personation of United States Officers.—That every pe son who, with intent to defraud either the United States or any perso falsely assumes or pretends to be an officer or employé acting under th authority of the United States, or any Department, or any officer of th Government thereof, and who shall take upon himself to act as such, o who shall in such pretended character demand or obtain from any per son or from the United States, or any Department, or any officer of th Government thereof, any money, paper, document, or other valuabl thing, shall be deemed guilty of felony, and shall, on conviction thereof be punished by a fine of not more than $1,000, or imprisonment not longer than three years, or both said punishments, in the discretion of the court. (Act of April 18, 1884, 23 Stats., 11.)

Sec. 1453. Conspiracy to Defraud the United States.—If two or more persons conspire either to commit any offense against the United States, or to defraud the United States in any manner or for any purpose, and one or more of such parties do any act to effect the object of the conspiracy, all the parties to such conspiracy shall be liable to a penalty of not more than $10,000, or to imprisonment not more than two years or to both fine and imprisonment in the discretion of the court. (R. S., § 5440, as amended by act of May 17, 1879, 21 Stats., 4.)

OTHER CRIMES AND MISDEMEANORS.

Sec. 1454. Reference to Other Offenses.—In addition to the foregoing statutes, others elsewhere given prescribe punishments for offenses affecting the postal service. References are given thereto as follows:

For selling stamps, etc., for more or less than the lawful price chargeable therefor, section 125.

For submitting false evidence as to character of a publication, section 297.

For depositing in, or receiving by, the mails, obscene, lewd, or lascivious books, pamphlets, pictures, papers, writings, prints, or indecent publications, section 333.

For depositing in, or receiving by mail, any article or thing designed or intended to prevent conception or procure abortion, or adapted for any indecent or immoral use, or any written or printed card, circular, book, pamphlet, advertisement, or notice of any kind giving information, directly or indirectly, where or how, or of whom, or by what means, such books, etc., articles, or things may be obtained, see section 333.

For depositing in, or receiving by mail, any letter upon the envelope of which, or postal card upon which indecent, lewd, obscene, or lascivious delineations, epithets terms, or language is written or printed, see section 333.

For conveying or depositing letters or circulars concerning lotteries to be sent in the mails, section 331.

For officer aiding in sending or receiving obscene or indecent publications or representations or articles to prevent conception or procure abortion or for immoral use by mail, etc., section 336.

For conveying by or depositing in the mail letters or circulars concerning lotteries, gift concerts, etc., or schemes devised to defraud the public, sections 331 and 334.

For making false return of business for purpose of fraudulently increasing compensation, section 211.

For making false return of special-delivery business for purpose of increasing compensation, section 634.

For using penalty envelope to avoid payment of postage on private matter, section 368.

For failure to account for postage due collected, or to affix postage-due stamps, section 513.

For unlawfully wearing the uniform of a letter-carrier, section 611.

For unlawfully detaining mail matter to prevent its arrival or delivery, section 463.

For obstructing the mail or retarding its passage, section 694.

For swearing falsely as to responsibility of a surety on a bidder's bond, etc., section 754.

For illegal approval of a bidder's bond by a postmaster, section 755.

For contractor's wrongful refusal to enter into contract or failure to perform service in transportation of the mails, after award of contract to him, section 774.

For issuing money orders without having previously received the money therefor, section 1245.

For soliciting or receiving assess ment or subscription for political purposes, section 57.

For such solicitation or receiving of money or other valuable thing in any public office, etc., section 58.

For official compulsion to make political contribution, discharging, promoting, degrading clerk or employé, or threatening so to do, for making or refusing to make a political contribution, section 59.

For making or receiving a political contribution while an official or employé, section 60.

For receiving gifts from official subordinates, or giving the same, section 61.

For postal employé being interested in public contract, sections 746 and 747.

For procuring contract or office for consideration while an official, section 87.

For receiving compensation for aiding a claim before any Department or officer while Senator or member of Congress, section 88.

For private banker, receiving deposits or loans of public moneys, section 137.

For offenses for which penalty is recoverable, see section 251 and note.

For depositing in the mails, or taking from the mail any matter containing scurrilous, indecent, or threatening language upon the outside thereof, section 332.

In relation to green goods, fraudulent and fictitious matter, section 334.

For using registration mark of Census Office to avoid payment of registry fee on private matter, section 1037.

INDEX.

INDEX

TO THE

OSTAL LAWS AND REGULATIONS.

	Sec.	Page.
leaves of, for Department employés	56	44
of railway postal clerks, how affect their pay	183	85
y to robbery of mail	1443	490
stealing mail matter	1444	490
s to be reported by railway postal clerk in charge	923	351
by depositaries	149	77
of disbursing clerk	48	40
expenditures	217	101
money-order business	221	101
revenues	216	100
ship and steamboat letters	817	326
special-delivery service and fees	653	276
system of postal	189	87
rights of United States not to be abridged	229	106
fficers	17	29
ailway postal clerks, payment of	186	86
recover penalties	250	108
of mail matter not to be changed	1001	367
recall or change of foreign	354	152
s, how to be made, and postal cards and circulars	274	114
not to be changed	481	210
trators, liability of	262	111
ble articles to parcels post	583	250
s for depredations services	170	82
of public money forbidden	55	44
e, when to	545	232
ed letters, charge on	547	232
manner of posting lists	544	232
matter to be so marked	548	232
posting list of letters	543	232
what to be	546	232
ements forbidden in post-offices	434	191
how authorized	69	48
of mail lettings	750	302
nondelivered letters	539	231
routes omitted in general letting	751	304
rates for	70	48
required before purchase of supplies	67	47
ing gratuitous	542	231
nondelivered foreign letters	540	231
nondelivered letters, how to advertise	539	231
pay for	541	231
ing sheets, defined	280	116
f **international money orders**	1384	460
of money orders, how to issue and mail	1254	426
, foreign postal	30, 31	34
club, postmaster may deliver mail to	532	228
ural colleges, reports of	370	161
experiment stations, reports and bulletins of	371	161
reports, free	364	156
ee for clerk hire, money order-service	417	182
rent, etc	420	184
extraordinary service	418	182
losses of stamped paper, postal and money-order funds	225	102
separating offices	416	181
to what offices and for what made	415	181
Reports	71	48
by Postmaster-General	71	48
of contingent fund	72	50
employés	73	50
to the President	76	51
when to be made	74	50

	Sec.	Page.
Appeal to First Comptroller from Auditor's settlement	222	101
Application for international money orders	1356	458
particulars to be given in	1358	458
postmasters prohibited from filling	1357	458
Application for money orders	1251	425
Appointment and promotion of letter-carriers	601	261
term of office of postmasters	393	170
clerk, Post-Office Department, duties assigned to office of	7	12
division, duties of	7	25
of clerks in Post-Office Department	13	27
post-offices	419	182
post-office inspectors	22	31
railway postal clerks	891	346
Appropriations and limitations thereon	165	80
to be debited with payments by postmasters	220	101
Arrested persons, examination of	672	282
Arrests, duty of postmasters causing	1418	480
of criminals, report of	671	282
railway postal clerks, not exempt from	967	359
Arrivals and departures, changes of schedule	783	314
of railway postal clerks as affecting pay	182	85
of railway postal clerks, record of	950	355
no discretion in reporting failures	951	355
posting record book	952	356
postmasters, report of	826	323
register of	824	327
transfer clerks	1018	370
Assessments, political, forbidden	57	45
Assistant Attorney-General, duties assigned to office of	7	12
employment authorized and salary of	5	10
Assistant Postmasters-General, employment authorized and salaries	4	10
when to act as Postmaster-General	17	30
Assistant postmasters to be employed	450	198
Assignee or receiver, delivery of mail to	520	227
Attached property, ownership of	234	105
proceeds to be invested	235	105
Attachments, discharge of	238	106
dissolved under State laws	240	106
holders of defendants' property to account for it	237	105
in postal suits	231	104
money due pensioner is not liable to	534	233
publication of	236	105
registered matter not subject to	1121	395
Attorneys, for payees of international money orders, payment to	1380	465
officers not to act as	62	48
Auditor, annual report of	75	50
assorting division	215	96
bookkeeping division	215	97
checking division	215	96
collecting division	215	97
copies of mail contracts to be delivered to	795	318
duties of	213	95
examining division	215	97
foreign division	215	98
for Post-Office Department, office of	7	26
how appointed and title	212	95
inspecting division	215	98
marshal to make returns to, in suits	249	108
may administer oaths	223	101
oaths in settlement with	224	101
orders to be certified to	218	101
organization of office of	215	96
pay division	215	97
quarterly reports to Postmaster-General	219	101
recording division	215	100
review division	215	98
settlement, appeal to First Comptroller from	222	101
to superintend collection of debts	214, 228	96, 103
Austro-Hungarian Monarchy, list of territorial divisions in	....	469
Backstamping	569	218
Balance due postmasters, how to be deducted	174	83
Banks, deposits in, by postmasters	136	73
private, can not receive deposits	137	73
Barroom, no post-office to be located in	430	191
Bid, counterfeiting of	1442	489
Blanks and books furnished to postmasters	190	88
for post-offices	423	183
list of, and how to apply for	428	187
Bond, application of payments after giving new	404	176
counterfeiting of	1442	489
Bond division, of letter-carriers	603	261
of postmasters	395	171
penalty for illegally approving	755	306
sureties on bidders must qualify	754	305
when new, required	403	175
duties of	7	25

	Sec.	Page.
ivision, new, does not change quarterly return	203	93
of post-office inspectors	23	32
superintendent and disbursing clerk	41	38
postmasters to be under	395	172
release of sureties by renewal of	402	175
in Canadian mails supposed to be dutiable	999	367
lders, names not to be disclosed	447	196
record of, and receipts	448	196
its to be prepaid	445	195
eys, care to be taken of	1200	415
cks, care of	865	339
how furnished	864	339
not to be sent to iron-lock post-offices	858	337
surplus and defective	868	339
ock keys, to be kept in safe	1201	415
ocks and keys, not to be carelessly used	1208	415
irregularly handled	1202	415
ock pouch, all registered matter in one	1205	415
service	1169	407
irregularities to be reported	1211	416
ock pouches, miscarriage of	1209	416
no accumulation of permitted	1207	415
not to pass brass-lock offices	1208	415
ordinary through mails to be sent in	1204	415
separate receipts where two or more are sent	1206	415
to be dispatched only as directed	1199	415
witnessing the mailing and receipt of	1210	416
ng and entering post-office	1441	489
ckages for separate distribution	314	128
s circulars, not to be printed in imitation of United States security	112	65
s hours at post-offices	436	192
i, extra national mail from	1029	372
mail relations with the United States	342	146
mails for, how dispatched	574	242
with, and rates of postage	356	153
request and card matter from, to be returned to senders	577	244
return of undelivered registered matter to	1155	403
an mail bags	842	333
mails, books in, supposed to be dutiable	999	367
money-order exchange office must be written in	1361	460
money orders paid, exchange office must be written on	1382	466
carrying the mail on	703	290
ng ink to be uniform	422	185
ation of paid postal notes	1322	447
postage stamps	976	361
removal of from postage stamps	1450, 1451	491
d or improper stamps on mail matter	476	208
sacks containing public documents	841	332
may be taken by publishers	840	332
d official matter	551	233
atter, treatment of	549, 550, 551	232, 233
ide labels for post offices	427	186
re of by railway postal clerks	929	352
s, private, forbidden at carrier offices	676	284
to receive mail for delivery at next post-office	687	286
g the mail, bids must not be assigned or transferred	761	307
when to be rejected	765	308
bidder failing, contract with other persons authorized	767	309
bidders must be competent to contract	760	307
inform themselves	758	307
changes of schedule time	783	314
contractor failing, contract with other persons authorized	768	309
contracts awarded	766	308
cannot be assigned or transferred	789	316
copies of, to be delivered to Auditor	795	318
not sublet without consent of Postmaster-General	790	316
decreased pay for decreased service	788	315
extension for pro rata additional pay	785	313
for what causes contracts annulled	779	315
gratuitous service	773	311
how proposals for, to be prepared	757	306
temporary service supplied, on failure of contractor	771	310
increased celerity nonprovided	787	315
pay for increased celerity	786	315
service	784	315
lien of employé of mail contractor	793	318
new sureties may be required or accepted	780	314
no pay after contracts expire	782	314
payments on contracts	781	314
penalty for combining to prevent bids	762	307
Postmaster-General may annul sublet contracts	794	318
to decide upon trains for	709	291
proposals for, to be accompanied by bonds	753	304
how delivered and opened	764	308
to be recorded and filed	763	308
railway company must employ contractor for	711	291
regulations for subcontracts	792	317

	Sec.	Page
Carrying the mail, requirements of contractors	778	3
special instructions to bidders	759	3
subcontracts permissible with consent of Postmaster-General	791	3
sureties on bidders' bonds must qualify	754	2
temporary contracts authorized at last contract prices	769	3
service, when authorized	770	3
time of executing contracts	777	3
when postmasters may employ temporary service	772	3
Case examinations	454	1
Railway Mail Service	956	1
Catcher pouches and cranes	568	1
only 50 pounds mail allowed in	571	1
register packages for dispatch in	1067	1
be used for no other purposes	570	1
Catchers, instructions to postmasters served by	572	1
Catch stations, delivery of mail at	1008	3
Census matter, when free	367	1
Certificate of deposit, application for duplicate of lost	146	
credit to be taken upon	145	
Certificate of mailing, parcel post	585	2
form of		2
Certification of international money orders from abroad	1375	4
Chief clerk, Post-Office Department	7	
China, postal agency in	31	
Circulars, defined	312	1
Civil service, classification of clerks in post-offices	452	2
Claims against the Government	80	
Department to report on	84	
for losses of stamped paper, postal and money order funds	225	1
blanks for	226	1
etc., proofs, how mailed	227	1
Classification of clerks, Post-Office Department	9	
postmasters	407	1
post-offices	451	1
railway postal clerks	899	3
Clerk-hire allowance for	420	1
for money-order service	417	1
Clerks and employés, appointment, etc	419	1
in Post-Office Department, appointment of	13	
civil service, classification of	452	2
classification of	9	
distribution of	12	
post-offices, classification of	451	1
leaves of absence for	419	1
on steamboat lines	898	3
transfer of meritorious	15	
Closing of mails, time of	464	2
Club, second-class matter, delivery of	586	2
Coin and jewelry, foreign mails	330	1
Collection of balances by drafts	152	
debts, Auditor to superintend	214	
drafts, renewal of lost	207	1
suits upon	159	
from receiving boxes	626	2
College letters	551	2
Combinations to prevent bids for carrying the mail, penalty	762	3
Commerce, act for promotion of	803	3
Commercial papers in foreign mails	349	1
Commission of post-office inspectors to be demanded	459	2
Commissions, postmaster's	396	1
Compensation for carrying foreign mails	799	3
international money orders	1345	4
land grant railroads	718, 719	293, 2
postal note business	1301	4
at postal note offices	1329	4
transaction of money-order business	1230	4
of railroads reduced 5 per cent more	717	2
10 per cent	716	2
vessels in ocean mail service	803	3
Compromise of judgments	257	1
Confidential communication of post-office inspector	27	
regulations for post-office inspector	29	
Congressional documents	362	1
Record	363	1
Consideration forbidden for procuring office or contract	87	
Conspiracy to defraud United States	1453	4
Consuls to pay foreign postage in certain lands	346	1
Contingent expenses Post-Office Department, how made	49	
fund, annual report of	73	
Contract division, duties of	7	
for carrying mail, notice of intention to change, terms of	752	3
sections, division of United States into	748	3
Contractors' delinquencies, fines for	820	3
failures, deductions for	820	3
for carrying the mail, lien of employé of	793	3
mail, requirements of	778	3

	Sec.	Page.
ctors, (foreign mail) may be fined	800	319
must be notified of failures by postmasters, when	829	329
to make specific excuse for each delinquency	831	329
transfer of debts to	175	83
cts	63	46
awarded for carrying mail	766	308
by whom may be signed	64	46
compensation for service in connection with, forbidden	88	54
consideration for procuring forbidden	87	54
duration of	65	47
for carrying foreign mails	797	319
mail, copies of, to be delivered to Auditor	795	318
mail not sublet without consent of Postmaster-General	790	316
mails, term of	745	301
the mail can not be assigned or transferred	789	316
for what causes annulled	779	313
new sureties may be required or accepted	780	314
no pay after expiration of	782	314
payment on	781	314
time of executing	777	313
mails, who may be interested in	746, 747	301
(foreign mail) may be terminated by Congress	801	319
for ocean mail service	803	320
Post-Office Department, how made	49	41
steamboat service	775	312
not assignable	68	48
to exceed appropriations	66	47
preliminary, advertisement	67	47
to be in name of United States	63	46
bations, political, forbidden to officials	60	45
ıtions, copy to be furnished Public Printer	339	143
publication of	338	142
Public Printer to print	340	143
with foreign countries	337	142
sion tables for international money-order branch	1354	458
of demands by Post-office Department in suits	248	107
records in suits	247	107
ght books	373	163
matter	330	135
ısteners	853	336
ation, offices of delivery to	523	224
ondence, division of duties of	7	15
return of in foreign mail	360	155
with Department rules for	458	203
hen informer liable for	253	109
rfeiting bid, bond, etc	1442	489
of money order	1420	481
postage stamps, etc	1421, 1422	482
ıg mail in Railway Mail Service	1009	369
ouses to be supplied with mail	699	289
State, jurisdiction of	1417	480
United States, jurisdiction of	1416	480
l screen wagon service	744	301
and catcher pouches	568	239
how pouches to be hung upon	569	239
or postage-due stamps at free-delivery offices	517	221
other than free-delivery offices	516	220
n money-order account allowed on postmaster at New York, N. Y	1400	472
on money-order account drafts against, how made	1401	473
what, allowed in postal suits	241	106
suits of United States against individuals	242	106
(postal)		480
preliminary proceedings	1419	481
references to other	1454	492
ans of public moneys, rules for postmasters who are	134	72
s declaration, form of		253
parcels post	585	251
duties, registered matter liable to	1157	403
duty and postage charges on delivery of parcels—parcels post	588	252
treatment of foreign matter supposed to be liable to	579, 580	245–247
liable to, at office of destination	581	248
ed postage stamps, how to treat	121	68
registry locks and keys	1189	413
reign printed matter to be sent to Dead-Letter Office	577	244
tter bill, credit for postage-due stamps to be claimed on	517	221
tters containing money	381	167
valuable inclosures	382	167
foreign	387, 388	168
opening of	379	166
record of valuables	380	166
without valuable inclosures	384	168
atter, authority of Postmaster-General as to	561	236
classified	559	235
reason for nondelivery to be shown thereon	560	236
third and fourth class	383	167
inted matter	385	168
etter Office	377	165

	Sec.	Page.
Dead-Letter Office, duties of	7	17
examination of returns	378	165
obscene, lottery, and other unmailable matter to be destroyed	386	166
report to be made to, when no dead matter to be sent	563	236
sending of registered matter to	1130	387
time of return of unclaimed matter to	562	236
unmailable matter, when to be sent to	486	212
what to be sent to	485	212
Death of postmaster, action of sureties upon	401	175
Debts, auditor to superintend collection of	214	96
due the United States, to have priority	261	110
legal proceedings to collect	228	103
Deceased persons, mail addressed to	526	226
postmasters, quarterly accounts of	202	93
Deductions, causes for which made	822	327
for contractors' failures	820	326
Deficiency, in address supplied	520	222
notice of, to be given sureties	400	174
Deficient postage	510	218
must be collected and due stamps affixed	513	219
Delinquencies in mail service to be reported	828	328
Delivery at houses where vicious dogs are kept	624	257
by carriers, rules for	619	256
Delivery of mail, according to agreement	530	228
addressed to a discontinued office	522	223
deceased persons	526	226
husband or wife	523	224
minors	525	225
general direction	523	223
identification may be required	533	228
injunctions of courts to be obeyed	534	229
in transit, when	522	223
letter from foreign country	522	223
not to be to fictitious addresses	531	228
partnerships and corporations	527	226
require appointment of receiver, when	528	227
should be to person addressed or his order	523	223
to agent of club	532	228
assignee or receiver	529	227
mail-carriers for delivery to addresses	533	228
public official or officer of a corporation	523	224
way post offices or star routes	823	327
official letters to pensioners	524	224
ordinary mail matter	522	223
must be from post-office of address	522	223
valuable letters from dead-letter office	537	229
when to be kept open	437	192
Department circulars, postmasters to preserve	456	203
Deposit of postal revenues, willful neglect to make	1445	400
with proper depositary, penalty for failure to	1446	400
Depositaries, accounts and reports by	149	77
deposits by	150	77
duties of	148	76
Deposits by depositaries	150	77
disbursing officers	45	39
retiring postmasters	141	73
cause of failure to make, must be reported	143	73
credit to be taken by certificate only	145	76
how brought into the Treasury	151	77
in banks by postmasters	136	73
letter of transmittal must accompany	144	73
must embrace entire balance	140	74
of revenue	139	74
punishment for failure to make	142	73
transfer of, by postmaster-general	161	79
what to consist of	147	76
Deserting the mail	1437	400
Destroying letters	1430	400
newspapers	1434	400
Destructive matter	330	134
disposal of	484	211
Detaining letters	1430	400
newspapers	1434	400
Direct exchange of international money orders	1353	355
Directory to be used to ascertain addresses	618	256
Direct packages for Washington, D. C	981	362
Railway Mail Service	980	362
Disbursements, when to be made	179	84
Disbursing clerk, accounts of	48	40
count of cash	47	40
officers, deposits by	45	39
postmasters may be designated as	176, 177	83
Discharge, no bar to subsequent execution	260	110
of imprisoned judgment debtors	259	110
Discontinuance of post-office	392	170
Discontinued post-offices, registry records of	1136	389

	Sec.	Page.
h of mails, errors in, to be reported	507	217
general directions	490	214
local mail for railroad and steamboat lines	493	214
l of printed matter without obvious value	555	235
refused second-class matter	558	235
ition and dispatch of mails, general directions	490	214
errors in, to be reported	507	217
of mails by schemes	491	214
States	492	214
direct packages	495	215
for horse routes	496	215
letters, etc., to be made up in separate packages	494	215
nts, Congressional	362	156
postage, to be collected when	514	220
postal cards	109	65
unclaimed, to be returned to sender when	552	234
alaries forbidden	53	43
il matter, mailability of, to be determined by whom	888	345
gainst money-order credits, how made	1401	473
pplication for duplicates of	264, 266	111, 112
ause of failure to collect, to be reported	156	78
collection of balances by	152	77
suits upon	159	78
luties of drawees	153	78
notification of nonpayment	155	78
payment	154	78
postmasters may be removed for neglect to collect	158	78
renewal of lost collection	267	112
responsibility for uncollected	157	78
Treasury, how employed	171	82
lers	275	114
without prepayment, not subject to double rate	514	220
ite can not be issued of lost postal note	1325	447
money order, care in paying	1297	441
invalid	1295	440
money order, on what office may be drawn	1294	440
original may be paid before issue of	1290	439
payee to be notified	1298	441
payment by, to be noted	1296	441
postmasters can not issue s	1292	440
repayment by, to be noted	1297	441
second advice furnished when needed	1289	439
when and by whom issued	1287	438
of international money order payable in foreign country	1388	467
United States	1387	466
invalid international money order	1389	467
invalid money order	1288	439
postal note	1326	447
n of contracts	65	47
e matter at office of destination	581	248
lement of Government property	1427	484
letters containing inclosures	1425	483
money-order funds, penalty for	1394	470
ces, annual report of	73	50
res in articles in parcels post	583	250
ies, duties of postmasters in respect to	667	280
when proceedings in	246	107
a distribution, receipt or dispatch of mail, to be reported	507	217
quarterly account, correction of	204	93
o be checked in Railway Mail Service	986	363
hment of branch post-offices	390	169
post-offices	389	169
e for Department service	77–78	51
the postal service	164	79
of postage, penalty for	327	133
ation case	454	202
of clerks in post-offices for promotion	419	183
transfer clerks	1017	370
f weight and size	330	135
of matter, when to be sent to Dead Letter Office	425	212
ge office, must be written in Canada money-orders	1361	460
paid Canadian orders	1382	466
to obtain corrections of international money-orders	1385	466
ge offices, how to treat registered matter received from abroad	1167	405
for international money-order business	1351	455
list of	574	241
manner of dispatching registered matter from	1164	404
on part of foreign countries for international money-order business	1374	463
preparation of registered return receipts by	1161	404
to postmark registered matter	1162	404
stamp insufficiently prepaid registered matter for dispatch abroad	1165	405
treat as fully prepaid registered matter from other countries insufficiently prepaid	1166	405
treatment in, of mail matter received from foreign countries	576	243
of foreign matter supposed liable to customs duties	580	247

	Sec.	Page.
Exchange offices, treatment of mail in	575	242
registered matter from	1151	402
Exchange of funds restricted	46	39
postage stamps prohibited	127	70
pouches, Railway Mail Service	1004	368
Execution, purchase on	263	111
Executors, liability of	262	111
Exemptions of postmasters	666	280
Expenditures, account of	217	101
for Department use	49	41
postal service, how made	162	79
Expense, postmasters' reports of	207	94
Experimental free-delivery offices	632	269
Experiment stations, agricultural reports and bulletins	371, 372	161, 162
Express, carrying person acting as, forbidden	677	284
Extra editions of second-class publications	286	119
national mail from Canada	1029	372
service, no compensation for	54	43
Faced one way, letters to be	495–497	215
Facing slips, absence of	988	365
can be obtained from First Assistant Postmaster-General	508	218
diagrams of	985	363
disposal of	987	365
for post-offices	424–427	186
to be used	499–985	215–362
with errors noted thereon to be sent to division superintendent railway mail service	508	217
False personation of United States officers	1452	492
returns, penalties for making	211	96
Fees for international money-order offices	1352	455
postal notes	1312	443
of officers, information when liable for	254	109
to postal employés	103	79
upon money orders	1248	424
when not to be charged for oaths	37	36
witness	81	52
Fictitious addresses	531	228
matter	330–334	135–140
defined and disposal thereof	559	236
Files record and mail division, duties of	7	24
Finance division, bond of chief	10	27
duties of	7	23
Fines, cause for which imposed	821	326
disposal of	252	109
for contractors delinquencies	820	326
how remitted	258	110
money voluntarily paid as	255	109
First Assistant Postmaster-General, duties assigned to office of	7	14
may sign what contracts	64	46
class mail matter defined	270	113
privacy of	461	204
to be forwarded	519	221
Fixed reserve of money-order fund	1407	477
Foreign closed mails	578	244
countries of third class, postage to	344	146
postal conventions with	337	142
rates of postage to second-class	361	155
registered matter to	1143	400
return receipts from	1152	402
registration fee to	1146	401
transportation of domestic mails through	796	319
dead letters	387, 388	176
letters, treatment of, at offices of destination	577	244
mail matter	337	142
classification of	347	147
registered, undelivered	1154	403
retaliation postage on	345	147
supposed liable to customs duties, treatment	579, 580	245–247
when registered postal envelopes contain, to be marked "foreign"	1150	402
mail contractor may be fined	800	319
contracts may be terminated by Congress	801	319
Foreign mails, articles prohibited from importation	359	154
commercial papers	349	148
contracts for carrying	797	319
free matter in	376	164
general explanation	34	143
how, may be carried	798	319
in transit to be treated as domestic	804	322
limit of compensation for carrying	799	319
ocean mail service between United States and foreign ports	803	320
office of superintendent of	7	21
permissible additions	351	149
printed matter	350	148
rates and prepayment of postage	353	151
recall or change of address	354	152
return of correspondence	360	155
samples of merchandise	352	150

	Sec.	Page.
mails, transportation through United States	802	320
treatment of, at exchange offices	576	243
treaty relations	342	143
unmailable matter	355–358	132–154
officials, postmasters, except at exchange offices, not to correspond with	1159	404
postage, consuls to pay, in certain cases	346	147
stamps, forging or counterfeiting of	1422	482
postal agencies	30–31	34
cards	108–348	64–148
post-offices, registered package envelopes addressed to	1148	402
registered matter, label for	1163	404
recall of	1160	404
sender may demand return receipt	1149	402
steamboat service	706	290
undelivered letters or parcels, registered return receipts for	1153	403
res of seizures to United States	692	287
disposal of	252	109
how remitted	258	110
of money orders	1420	481
postage stamps, etc	1422–1421	482
locks and keys	1410	489
led delivered matter, when to be	520	222
erroneously addressed, to be	520	222
ling mail matter	519	221
of registered matter	1,105	389
between postal union countries	1,158	403
Assistant Postmaster-General, duties assigned to office of	7	24
lass matter, dead	383	167
defined	320	129
forwarded to be rated up with postage due	519	222
permissible additions to	323	131
postage on	325	132
preparation for mailing	322	130
regulations for examination, etc	324	132
subject to postage due for returning	553	234
postmasters, compensation credited to date on examination of accounts	414	180
compensation of	412–413	179–180
records and accounts by	192	88
to provide receiving box	442	195
postoffice, other business at	431	191
when changed to third class, takes effect	210	94
of a cent prohibited in international money orders	1,355	458
matter	362	156
g privilege, regulations of	356	156
to whom granted	365	156
tal matter	330–334	135–140
payments, suits to recover	86	53
registered matter, not to be treated as, without express order	1123	395
for return of	1122	395
to be returned without postage or fee	1124	396
receipts of postage	1447	490
nty publications, regulations respecting	375	164
very, application for	592	258
districting of cities	593	258
no extra fee to be charged	629	268
postmasters to supervise carrier service	596	259
prompt and frequent deliveries required	594	258
postmasters to report operations	630	368
what offices shall be	591	258
division duties of	7	15
offices experimental	632	269
how to obtain credit for postage-due stamps affixed to undelivered matter	517	221
insufficiently prepaid matter at	480	210
private carriers forbidden at	676	284
quarterly accounts of	206	94
rate of postage on second-class matter	304	124
reports of special delivery at	650	276
second-class matter, how separated at	305	125
special delivery messengers at	640	773
supplies for	631	269
time of affixing postage due stamps	515	220
use of street directory	482	211
ter	362	156
agricultural experiment station reports and bulletins	371, 372	160–162
reports	364	156
census	367	158
copyright books	373	163
in foreign mails	376	164
reports of agricultural colleges	370–372	161, 162
second class within county when	374	163
seeds	364	156
iblic care of	441	194
ment, registered matter not subject to	1121	395
delivery, when to be kept open	437	192
Superintendent Railway Mail Service, office of	7	20

	Sec.	Page.
German-American seapost-offices	590	254
Empire, list of kingdoms, duchies and other territorial divisions in		468
Gifts to superiors forbidden	61	46
Government property, embezzlement or larceny of	1427	484
stolen, receiving of	1428	484
Gratuitous service in carrying the mail	773	311
Green-goods matter	334	140
Hand to hand, registered receipts, when practicable	1063	380
Held for postage	330, 480	134, 208
when to be sent to Dead-Letter Office	485	212
Helpers, Railway Mail Service	897	348
Holidays	438	193
Hooks, use of, forbidden	500	215
Horse express, when mail may be carried by, on railway routes	731	296
Hotel letters	551	233
matter defined, and disposal thereof	550	236
Hours for transaction of money-order business	1231	420
of service in Department	56	44
Identification of addressee of registered matter	1113	388
(personal) of payee of money order, how may be waived	1253	426
Illegible matter defined, and disposition thereof	550	236
Importation, articles prohibited from, in foreign mails	859	154
Imprisoned judgment debtors, discharge of	250	110
Incoming postmaster at money-order office, duty of	1239	422
how to render quarterly account	201	93
to receive public property from predecessor	440	194
Indirect exchange of international money orders	1348	462
Indorsees of international money orders, payment to	1280	465
repayment of money orders to	1285	467
Infectious diseases, duties of postmasters in respect to	667	280
Informer, when liable for costs	253	109
fees of officers	254	109
Injuring mail bags	1439	488
Inland steamboat service	706	290
Inner sack exchanges, between what offices may be established	1196	414
Inner Sacks and Locks, kinds of to be used	1195	414
Inner Sacks Service	1169	406
sacks may be pouched with other packages, when	1198	414
must be bagged with other mail, when	1197	414
regulations for	1194	414
Inspection division, duties of	7	19
reports	890	329
Insufficiently prepaid matter at free-delivery offices	480	210
"Intended to be conveyed by mail," meaning of	1436	484
Intercepting letters	1431	485
Interest on balances due Post-Office Department	244	107
Intermediary countries reached through Universal Postal Union	343	148
service, charges for, in international money order	1349, 1350	454
International money-order advices	1364	460
drawn in sterling, how made out	1379	465
from Canada and Newfoundland, forwarded directly to paying postmasters	1376	465
from France, how made out	1379	465
correction after certification	1365	460
exchange offices	1351	455
form of order and manner of issue	1359	459
offices, weekly statements from	1347	452
payable in countries named in indirect list, how drawn	1368	462
payable in United States, rate of conversion for	1372	463
payment of	1369	462
to indorsees, attorneys, or legal representatives	1380	465
to person not residing at money-order office	1373	463
special envelopes for advices	1366	461
spoiled forms	1362	460
system, establishment of	1340	450
the amount, how expressed	1360	459
when payment should be refused	1370	462
not be refused	1371	462
International money-order branch, certification of orders from abroad	1375	464
charges for intermediary service	1349, 1350	454
comparison of order, advice and coupon	1363	460
compensation for	1345	451
conversion, tables for	1354	458
disposal of uncertified advices	1384	466
domestic methods, not applicable to	1342	451
exchange office on part of foreign countries	1374	463
to obtain corrections	1385	466
indirect exchange	1348	462
missing advices of orders payable abroad	1367	461
of orders payable in United States	1383	466
new bond not required for	1344	451
offices authorized to transact	1343	451

	Sec.	Page.
national money-order branch, when new inland orders are issued in United States	1377	464
orders are sent directly to payee in United States	1376	464
national money orders, application for	1356	458
direct exchange of	1353	455
duplicates of, payable in foreign countries	1388	467
United States	1387	466
fees for	1352	455
fraction of a cent prohibited	1355	458
invalid	1346	451
duplicates of	1387	467
list of countries having direct exchange	1341	450
paid, stamping of	1381	465
particulars to be given in application	1358	458
postmaster not to fill up application for	1357	458
repayment of	1390	467
unclaimed	1386	466
national registered pouches	1144	401
d international money orders	1346	451
duplicates of	1389	467
d money orders	1295	440
duplicate of	1288	439
postal notes, duplicates of	1326	447
ligation of losses	1030	372
larities in mail service to be reported	828	328
ective reserve of money-order funds	1408	477
l, postal agency in	31	34
ry and coin in foreign mails	330	134
sent, at return term, when	243	107
sents, compromise of	257	110
lty, railway post-office clerks not exempt from	967	359
e of peace, postmasters may serve as	398	173
eposit	449	197
-holders,	853	336
grant railroads, compensation of	718–719	293–294
ny of Government property	1427	484
tters, postmasters may take or send to postal cars	488–501	213–215
clerks, Post-Office Department, duties assigned to office of	7	13
ng of post-offices	421	185
e of absence for clerks in post-offices	419	184
Department employés	56	44
from mail-bag repair shop	419	184
in Railway Mail Service	959	357
letter-carriers	607	262
aid, how provided	83	52
representatives of deceased payees of international money orders, payment to	1380	465
when money order may be paid to	1273	432
le postmarking, how to secure it	475	208
r boxes at railroad depots	1027	372
how provided in post-offices	443	195
rent to be prepaid	445	195
use of, restricted	446	196
-carrier, delivering registered matter, name of, must appear	1112	392
offices, delivery of registered matter at	1108	391
supplies for	631	269
-carriers, absence without leave	608	262
application for appointment	602	261
appointment and promotion of	601	261
behavior of	609	263
bonds and oaths	603	261
care and delivery of mail by	616	266
classification and salaries of	590	260
delivery by	615	265
delivery of registered matter by	1111	392
duties of	614	265
leaves of absence	607	262
mounted, duties of	620	267
not to accept matter for registration	1049	377
deliver improperly addressed mail	622	267
return deposited letters	628	268
number to be limited	600	260
payment of	180	84
uniform, penalty for wearing unlawfully	611	263
promotions of	606	262
receiving special-delivery letters, duty of	649	267
registered books, deposit and examination of	1116	393
reprimand, suspension, and removal of	610	263
rules respecting delivery	619	266
substitutes	604	262
to be numbered	612	265
collect postage due	617	266
provide their uniforms	613	265
receive letters for mailing	627	268
return undelivered mail, satchels and keys at night	621	267
sell limited quanties of stamps	395	259
uniform for summer wear	611	264

	Sec.	Page
Letter-carriers, uniform for winter wear	611	2
uniforms	611	2
to be inspected	613	2
vacancies	606	2
when special-delivery letters may be delivered by	648	2
Letters, containing inclosures, embezzlement of	1435	4
conveyed without compensation	684	2
have preference over other mail matter	702	2
in stamped envelopes	685	2
not to be placed in pouch loose	982	3
on mail steamboats, how disposed of	816	3
opening of valuable	1432	4
penalty for carrying out of mails	679	2
detaining, opening, or destroying	1430	4
intercepting or secreting	1431	4
seized, may be returned to senders	693	2
seizing and detention of	691	2
under cover to postmasters	521	2
pouch straps	1002	3
vessels to deliver at post-office	683	6
sheet envelopes	109	
Liabilities of postmasters	666	2
Liability of sureties, limit of time	399	1
Lien of employé of mail contractor	793	3
Limitation on unexpended balances	166	
upon holding other office	398	1
Limit of amount for single money orders	1248	4
time as to sureties liability	399	1
weight of mail matter	320–326	129-1
Liquids, etc., when admissible	321	1
Lists of names not to be furnished by postmasters	462	2
Loaning, using, etc., of public moneys	1429	4
Locals addressed via a post-office	1000	3
Lock boxes at holder's expense	444	1
deposit for keys required	449	1
how provided	443	1
use of, restricted	448	1
pouches, equal exchange or return of	847	3
register of	846	3
Locks, application for street letter-box	873	3
defective street letter-box	872	3
receipts and inventories of street letter-box	874	3
street letter-box, care of	871	3
how furnished	869	3
surplus allowed	870	3
Losses, investigations of	1030	3
of stamped paper, postal and money-order funds	225	1
Lost certificate of deposit	146	
mail matter, postmasters to report	668	2
postal note, duplicate can not be issued of	1325	4
Lottery circulars, when to be sent to dead letter office	485	2
matter	330, 331	135, 1
defined and disposal thereof	559	2
to be destroyed in Dead-Letter Office	386	1
postmasters not to act as agents for	432	1
Mail, accessory to robbery of	1443	4
arrival of, late at night	1023	3
at ferry, penalty for delaying	695	2
attempts to rob	1436	4
departure of, late at night	1024	3
in transit not to be delivered	1003	3
penalty for obstructing	604	2
receiving articles stolen from	1433	4
robbery of	1435	4
stealing or fraudulently obtaining	1432	4
stopping over night	503	2
to be supplied to all court-houses	699	2
when may be carried on railway routes by horse express	731	2
Mail agents on ocean steamers	32	
Mail bag cranes, how provided	884	3
depositories, damaged bags at	852	3
unsound in transit	943	3
what mutilation of, may be allowed	944	3
repair shop, leaves of absence from	419	1
Mail bags, accounts of depositories	850	3
at depositories, damaged	852	3
Canadian	842	3
term defined	834	3
mail route to be supplied with	836	3
hooks, in handling of, forbidden	945	3
how provided	835	3
to apply for	838	3
dispose of surplus	849	3
injury	1439	4
repair of, when allowed by postmasters	848	3
reports of, by Presidential postmasters	854	3
strap never to be cut	844	3

	Sec.	Page.
bags, surplus stock to be kept from current stock	851	335
use of hooks forbidden	500	215
restricted	839	332
how	942	354
or abuse to be prevented	843	333
what mutilation of allowed	845	333
who to ask for	837	331
carriers, postmasters to report delinquent	825	327
catchers, how provided and kept in repair	884	343
equipment division, duties of	7	20
equipments, communications about, how addressed	883	343
facilities, to special post-offices	702	290
key, not to be returned until called for when lock discontinued	877	342
keys, by whom furnished	875	340
care of, in Railway Mail Service, penalty for loss	941	353
penalty for loss of	876	340
defective in Railway Mail Service to be reported to Superintendent	940	353
to be reported to Department	882	343
exchange of by Railway Mail employés	879	342
receipts always to be taken for	880	342
to be taken for in Railway Mail Service	938	353
repairing of forbidden	881	342
tenure of in Railway Mail Service	937	353
to have a specific number	878	343
lettings, advertisement of routes omitted in general	751	304
miscellaneous defined	749	302
notice of how given	750	302
lock, what to be used when pouch in transit received without	861	338
when defective, can not be opened	860	337
key will not open	859	337
locks defined	855	336
economy in use of and disposal of defective and surplus	862	338
general, by whom furnished	856	337
or keys, stealing or forging of	1440	489
repairing forbidden	857	337
unlawful use of to be reported to Department	863	339
and keys, repairing in Railway Mail Service forbidden	939	353
to be kept securely by railway postal clerks	936	353
Matter, *et seq*	502	216
accessory to stealing of	1444	490
at receiving offices, deficient postage	510	218
authority for search for	690½	287
carriage of, by railroad employés	1022	371
classification of domestic	268	113
foreign	347	147
closed against inspection, postage can not be remitted	518	221
collection of, from receiving boxes	626	268
deposit of, not to be solicited	470	206
destructive, disposal of	484	211
first-class defined	270	113
for delivery and that for distribution to be separated	979	361
fourth-class defined	320	129
in street mailing box, injury of	1424	483
letters have preference	707	290
limit of weight	320–326	129–133
lost, postmasters to report	668	281
misdirected	481	210
must not be put in pouch loose or under strap	497	215
other than second-class to be postmarked	473	207
penalty for unlawfully detaining	463	205
postmaster can not remit overcharges on	467	206
not to give information respecting	462	204
responsible for admission of	483	211
printed without obvious value	555	235
privacy of first-class	461	204
receipt of at railway post-office outside of pouches	969	359
received in bad order	477	208
regulations as to wrapping	329	133
returned for better direction	481	210
second-class defined	276	115
third-class defined	311	127
to be delivered only at post-offices	1005	368
made up by States	978	361
received at railway post-offices by railway post-office clerks	968	359
foreign countries when mailed at other than exchange offices	573	241
treatment of, in exchange offices	575	242
undelivered, to be indorsed with the reason therefor	551	234
unpaid	478	209
when deposited for mailing	480	209
weight to be ascertained	479	209
with canceled or improper stamps	476	208
stamps canceled not to be sent to postal car outside of mail	488	213
messenger employed in ocean mail service	803	322
service authorized	736	299
duties of postmasters in respect to	739	300
how employed	739	299
payment for	742	301

	Sec.
Mail messenger service report of	740
temporary	741
to be supervised by transfer clerk	1015
Mail messengers, delivery of mail by	1026
duties of	738
Mail robbers, money recovered from, how disposed of	673
Mail service, Government monopoly of	674
inland and foreign steamboat	706
special reports of	827, 828
Mail station service	743, 744
Mail transportation on Pacific railroads, pay for	732
Mail vessels, no fees to	818
penalty for carrying letters on board	681
to take letters from post-office	682
Mails at intermediate offices on star routes, opening and closing of	465
delivery of, by carriers	615
not to be carried beyond terminus without authority	714
time of closing	464
to be carried on fastest trains	720
weighing of	721
who to have access to	466
Marshal to make return to Auditor in suits	249
Merchandise, samples of, in foreign mail	352
Merit system in post-offices	419
Metric system, postal balances in	426
Mexico, mail relations with United States	342
mails for, how dispatched	574
with, and rates of postage	357
return of undelivered registered matter to	1155
Minors, mail matter addressed to	525
Miscellaneous mail lettings defined	749
Misdirected matter	330
Misdirected matter	502
when to be sent to Dead Letter Office	485
packages	507
postage-stamp packages	1088
pouches and sacks	507
registered letters or parcels	1104
packages, how treated	1086
Missent matter	502
to be so stamped in Railway Mail Service	1007
packages	507
pouches and sacks	507
registered letters or parcels	1103
packages	1087
Missing registered matter, report of, how made	1134
Moities	252
Money or valuables found loose in the mails, treatment of	567
to be safely kept by postmasters	135
voluntary, paid as fines	255
what not receivable	129
Money-order account, special permission required for expenditures	1240
transfer of postal funds to	1395
advice, inquiry for missing	1276
of international	1364
advices, contents not to be revealed	1279
drawn in sterling, how made out	1379
from Canada and Newfoundland, forwarded directly to paying postmaster	1376
France, how made out	1379
how to issue and mail	1254
on hand unpaid less than two weeks to be noted in money-order statement	1414
to be compared with applications	1261
examined upon receipt	1267
promptly examined and filed	1274
and advice forms spoiled	1258
amount of, to be in writing	1263
applications to be compared with advices	1261
bond required	1229
books and blanks furnished by Department	1233
to be kept	1234
Money-order business, account of	221
compensation for transaction of	1230
domestic methods not applicable to international	1342
international certification of orders from abroad	1375
charges for intermediary service	1349, 1350
comparison of order advice and coupon	363
compensation for	1345
conversion tables for	1354
exchange offices on part of foreign countries	1374
indirect exchange	1348
missing advices of orders payable abroad	1360
new bond not required for	1344
offices authorized to transact	1343
when new inland orders are issued in United States	1377

	Sec.	Page.
ey-order business, international, where orders are sent directly to payee in United States	1376	464
letters on, to be separately inclosed	1242	423
not transacted on Sundays	1232	420
office hours for	1231	420
special envelopes for	1241	423
ey-order business stamps	1255	427
what money to be received and paid in	1247	424
canadian exchange office must be written in	1361	460
cash to be kept separately	1393	470
book entry of transferred funds in	1397	471
credits allowed on postmaster at New York, N. Y	1400	472
drafts against, how made	1401	473
Department not responsible after payment of	1281	436
drafts always to be on forms furnished	1399	472
draft, when postmasters to apply for	1398	472
duty of postmaster certifying nonpayment of	1291	439
exchange offices	1351	455
forgery, or counterfeiting of	1420	481
forms omitted, duplicated, and defective to be reported	1250	428
postmasters responsible for loss of	1243	423
funds, daily remittance of	1402	473
fixed reserve of	1407	477
irrespective reserve of	1408	477
minimum amount of remittances of	1403	474
must be remitted promptly	1406	476
not subject to same rules as postal funds	1392	470
penalty for embezzlement of	1394	470
regulation of	1041	375
transfer of, to postal account	1396	471
what are	1391	470
how personal identification of payee may be waived	1253	426
to issue	1252	425
International corrections after certification	1365	460
form of order and manner of issue	1359	459
particulars to be given in application	1358	458
payable in countries named in indirect list, how drawn	1368	462
United States, rate of conversion for	1372	463
Payment of	1369	462
to indorsees' attorneys or legal representatives	1380	465
person not residing at money-order office.	1373	463
special envelopes for advices	1366	461
spoiled forms	1362	460
the amount, how expressed	1360	459
when payment should be refused	1376	462
not be refused	1371	462
limit of amount for single	1248	424
may be paid only at office drawn upon	1269	430
must not be paid until advice is received	1266	430
not agreeing with advice, duty of postmaster	1277	434
to contain fraction of cent	1250	425
office duty of incoming postmaster	1239	422
retiring postmaster	1238	421
ey-order offices, changes in list of	1244	423
international weekly statement from	1347	452
postmasters' supplies for	1307	443
what post-offices may be	1220	419
original may be paid before issue of duplicate	1290	439
payment by issue of new	1282	436
postmaster not to conduct competitive, business	1235	421
to designate clerk to act for him	1236	421
presented at postal-note office	1336	450
receipts	100	62
remittances, no credit until receipt obtained	1405	476
special instructions about	1404	474
second advice to be entered when received	1275	433
advices, when to be issued	1262	428
service, clerk hire for	467	182
statements	1409	478
at close of quarter	1412	479
must be promptly rendered	1415	479
of "no business."	1413	479
to be numbered consecutively	1411	478
unpaid advices on hand less than two weeks to be noted in	1414	479
vouchers to accompany	1410	478
State of paying office erroneously given	1283	436
system, duties of superintendent of	7	16
y-order system, international establishment of	1340	450
object of	1226	419
postmasters should recommend to public	1227	419
when to be made out anew	1257	427
y orders, aggregate amount of in one day to same remitter, et	1249	425
applications for	1251	425
Canadian paid exchange office must be written on	1382	466

	Sec.	P
Money-orders, duplicate, second advice furnished, when needed	1289	
duplicates of invalid	1288	
when and by whom	1287	
fees upon	1248	
how to be signed by clerks and acting postmasters	1237	
illegally indorsed, payment of	1298	
international, application for	1356	
direct exchange of	1353	
fees for	1352	
fractions of a cent prohibited in	1355	
invalid	1346	
list of countries having direct exchange	1341	
postmaster not to fill up application for	1357	
stamping of paid	1381	
must be promptly paid	1268	
not properly issued to be refused payment	1271	
to be issued on credit	1245	
on what post-offices may be drawn	1246	
paid to be stamped and recorded	1280	
payment upon power of attorney or to legal representative	1273	
postmasters must write their names on	1256	
precautions to be taken before paying	1270	
repaid to be recorded	1286	
repayment of	1284	
to indorsees or payees	1285	
to be recorded	1260	
unclaimed, how to effect payment of	1278	
when mistakes discovered before dispatch of advice	1264	
remitter is also payee	1265	
Monthly reports to be sent by railway post-office clerks	994	
statements of postal-note business	1335	
Mounted letter carriers, duties of	620	
Mutilated currency, postmasters not required to accept	128	
matter	330	
or damaged matter, when to be sent to Dead Letter Office	485	
News agent, rights of	301	
New service, time of weighing	723	
Newspaper and periodical stamps	130	
first requisition for	117	
quarterly report of	208	
Newspapers and periodicals defined	303	1
may be carried out of mail	696	1
must be wrapped and dried for mailing	306	1
stealing, detaining, or destroying	1434	4
Night lines, Railway Mail Service, clerks on	963	1
Nixes	996	1
mailable matter turned in as, to be checked as errors	998	1
to be postmarked and slipped	997	1
Nondeliverable letters to be advertised	539	1
Nondelivery of mail, reason to be shown thereon	560	1
Not issued postmasters	1314	4
Oath of office	35	
who may administer	36	
Oaths, auditor may administer	223	1
fees not to be charged for, when	37	
in settlement with auditor	224	1
of letter-carriers	603	2
to witnesses	38	
Obscene matter	330, 333	134, 1
defined, and disposal thereof	559	2
punishment of officers and employés for mailing	336	1
to be destroyed in Dead Letter Office	386	1
when to be sent to Dead Letter Office	485	2
Obstructing the mails, penalty for	694	3
Ocean mail service between the United States and foreign ports	803	3
cadets or apprentices on vessels	803	3
fines and penalties	803	3
mail messenger employed in	803	3
officers of U. S. Navy may volunteer for service on vessels	803	3
steamers may be taken as transports or cruisers	803	3
Ocean steamers, mail agents on	82	
Offenses, what, subject to penalty	251	1
Office, consideration for pecuniary, forbidden	87	
Office hours for postal-note business	1304	4
offices	1338	4
Official compulsion (political) forbidden	59	
Official correspondence free in foreign mails	376	1
letters to pensioners	532	2
matter	368	1
matter, no registration fee on	1037	3
to be pouched with letter mail	983	3
undelivered, to be returned	551	2
with postage due thereon	511	2
Officials, not to act as attorneys	62	
Open through mistake	535	2
Opening letters	1439	4
of mails at receiving offices	508	2

	Sec.	Page.
g valuable letters	1432	486
ooks, when to be kept by postmaster	455	202
must bear true date	85	53
to be certified to auditor	218	101
ng postmaster, how to render quarterly accounts	201	93
to turn over public property to successor	440	194
arges on mail matter, postmasters can not remit	467	206
railroads, accounts of; how stated	734	297
pay for mail transportation on	732	297
ges must admit of examination	328	133
too large for delivery, how disposed of	623	267
post, admissible and prohibited articles, inclosures, etc	583	250
certificates of mailing	585	251
customs declarations	585	251
duty and postage, charges on delivery	588	252
inspection of parcels in	584	251
list of countries to which packages may be sent, with limit of weight, rates of postages, and exchange offices	582	249
registered parcels	586	251
return and redirection of parcels	589	252
receipts for ordinary parcels	587	252
rships and corporations, delivery of mail	527	226
of duplicate money order to be notified	1298	441
, repayment of money orders to	1285	437
nt by duplicate money order to be noted	1296	441
nts for postal debts	170	82
nt of letter-carriers	180	84
money order by issue of new	1282	436
department not responsible after	1281	436
orders illegally indorsed	1293	440
not properly issued to be refused	1271	431
precautions to be taken before	1270	431
to be withheld, when	1272	432
upon power of attorney or to legal representative	1273	432
railway postal clerks	181	84
postal notes at office of issue	1321	446
process of	1319	445
unclaimed money orders; how to effect	1278	434
ies, action to recover	250	108
disposal of	252	107
how remitted	258	110
legal proceedings to collect	228	103
y envelopes	368	158
regulation for use of	369	160
for loss of mail keys	876	340
what offenses subject to	251	108
ners' letters from United States pension agent not to be delivered to attorney, claim agent, or broker	524	225
to be delivered to pensioner only	524	225
money due can not be attached	524	225
official letters to be delivered to pensioners only	524	224
sible additions to foreign matter	351	149
fourth class matter	323	131
second-class matter	308	126
third-class matter	318, 319	129
ation (false) of United States officers	1452	492
ds for postal-note business	1306	442
roads, carrying the mails on	704	290
or public buildings, Postmaster-General to approve	90	55
al assessments forbidden	57, 460	45, 203
contributions to officials forbidden	60	45
movements, relation of officials to	435	192
official compulsion forbidden	59	45
solicitation forbidden in public offices	58	45
e, first class	271	113
not required on registry bills or registry receipts	1131	398
penalty for receiving fraudulent	1447	490
prepayment of	269	113
rates and payment of, for foreign mail	353	151
of, to Canada	356	153
Mexico	357	153
retaliatatory, on foreign matter	345	147
to foreign countries	361	155
of third-class	344	146
due	510, 513	218, 219
double postage to be collected, when	514	220
forwarded matter	516, 517	220, 221
letter-carriers to collect	617	260
matter must not be stopped in transit	504	216
must be collected and stamp affixed	513	219
e-stamp packages damaged in transit	1091	386
misdirected	1088	385
stamps	131, 513	71, 219
how to obtain credit at free-delivery offices	517	221
other than free-delivery offices	516	220
not receivable for postage	514	220
on matter forwarded to foreign countries, credit, how claimed	517	221

	Sec.	Pa
Postage stamps, when to be affixed	515	
and stamped envelopes, improvements in	210	
division, duties of	7	
exchange of, prohibited	197	
forgery or counterfeiting of	1431, 1432	
held to be obligation or security of the United States	111	
have to be canceled	472	
how to treat damaged	191	
irregular sales and misuse forbidden	125	
kinds and denominations	102	
limited quantities of to be sold by letter-carriers	595	
monthly report of sale of	209	
must be canceled	976	
newspaper and periodical	130	
not to be supplied until postmaster commissioned	114	
when postmaster delinquent	114	
portrait of living person not to be printed	111	
Postmaster-General to prepare	102	
postmasters must keep themselves supplied	115	
removing cancellation from	1450, 1451	
requisitions for	116	
sale by railway postal clerks	934	
to be counted when received	120	
defaced	471	
furnished to all postmasters	113	
unlawfully removing from mail matter	1469	
Postal account of Presidential postmasters	194	
transfer of money-order funds to	1396	
balances in metric system	426	
card agent	33	
cards	107	
double	109	
returned to sender, when	552	
foreign	348	
for foreign use	108	
provisions concerning	273	
unclaimed single, to be sent to Dead-Letter Office	552	
Postal clerks may receive late letters from postmasters or sworn assistants	511	
must not receive canceled letters and postal cards from mail messenger nor public	501	
Postal crimes		
preliminary proceedings	1419	
references to other	1454	
employés not to be interested in mail contracts	747	
Postal funds, regulation of	1041	
transfer of, to money-order account	1395	
Postal Guides to be preserved by postmasters	456	
note agency	34	
amount of	1311	
cash book	1332	
business compensation for	1301	
books to be examined and defects reported	1303	
business application for supplies	1305	
at postal-note offices, compensation for	1329	
placards for	1306	
fee for	1313	
funds, disposal of	1333	
has no advice	1316	
invalid duplicate of	1320	
lost duplicate can not be issued	1325	
monthly statements	1335	
offices, caution to postmasters at	1339	
hours for	1304, 1338	442,
instructions for	1331	
money order presented at	1326	
what are	1327	
post-offices may become	1328	
payment at office of issue	1321	
process of payment	1319	
remittances in silver	1334	
statements must be promptly rendered	1415	
stubs to be safely kept in issuing office	1315	
supplies at money-order offices	1307	
for postal-note offices	1330	
United States not liable after payment of	1318	
with stamped date of issue omitted	1320	
written application not required for	1308	
Postal notes, all to be accounted for	1314	
at what offices issued and paid	1300	
blank to be kept securely	1303	
erasures and alterations in	1324	
improperly issued	1327	
issued concurrently with, not in lieu of, money orders	1310	
no limit to number of	1309	
not issued	1314	
paid, cancellation of	1322	
how to be sent, with statements of business	1323	

	Sec.	Page.
ital notes, process of issue	1313	443
spoiled	1314	444
to be examined as to genuineness	1317	445
receipts	99	63
revenues, sources of	98	62
willful neglect to deposit	1445	490
ital service, estimates for	164	79
Union countries, forwarding of registered matter between	1158	403
restrictions on registration to	1145	401
rights of transportation	805	323
settlement of transportation charges	807	324
transportation charges	806	323
stmark, mail matter other than second class must contain	473	207
stmarking	977	361
how to secure legible	475	208
stamp impressions to be taken on	474	208
stmaster-General, a member of Smithsonian Institution	89	55
authority as to dead matter	561	236
duties assigned to office of	7	11
of	2	9
employment authorized and salary	1	9
to approve plans for public buildings	90	55
cause suits to recover wrongful or fraudulent payments	86	53
decide what trains shall carry mail	709	291
fix Government telegraph rates annually	91	55
select United States telegraph appraisers	96	57
what reports to make	71	48
stmasters as custodians of public moneys	134	72
at money-order offices not to conduct competitive business	1235	421
balances due, how to be deducted	174	83
bonds	393	171
cannot issue duplicate money orders	1292	440
remit overcharges on mail matter	467	206
causing arrests, duty of	1418	480
classification of	407	177
commissions	396	172
compensation of fourth-class	412, 413	179, 180
death, action of sureties on	491	175
deposits in banks by	136	73
duties of, in approving sureties on bond for carrying mail	756	306
respect to infectious diseases, epidemics, etc	667	280
mail messenger service	739	300
duty of, in regard to foreign mail mailed at other than exchange offices	573	241
on arrival of special-delivery matter	655	277
to encourage registration	1033	373
except at exchange offices, not to correspond with foreign officials	1159	404
exclude unmailable matter	483	211
exemptions and liabilities	666	280
forbidden to hold other office when	398	172
fourth-class, records and accounts by	192	881
in doubt as to their duty to submit matter to Department	1142	400
instructions as to qualifications	395	171
may be designated disbursing officers	176-177	83
must back stamp letters	509	218
collect and examine waste paper	468	206
postage-due and affix due stamps	513	219
keep record of box-holders and receipts	448	196
themselves supplied with postage stamps	115	66
not disclose names of box-holders	447	196
furnish list of names	462	205
notify contractors of failures when	829	329
not pay money-order not drawn on his office	1300	430
observe registry schemes	1073	382
promptly pay money orders	1268	430
rate up	510	218
remit money-order funds promptly	1406	476
write their names on money orders	1256	427
no allowance to be paid for handling postal moneys	178	83
not required to accept mutilated currency	128	70
to be lottery agents	432	191
supplied with stamps until commissioned, nor when delinquent	114	66
deliver mail in advance of schedule time	832	330
dispatch through-pouches by mail train	498	215
give information about mail matter	461	204
pay for carrying mails after contracts expire	782	314
reprimand one another	1141	400
orders affecting salaries of	468	178
penalty for illegally approving bonds	755	306
postal account of Presidential	194	89
Presidential, record by	193	89
pro tem., compensation of	411	179
readjustment of salaries of	409	178
record books	191	88
report of arrivals and departures	826	328
reports of expenses	207	9
responsible for admission of improper matter	335	141
delivery of special-delivery matter	656	277

	Sec.	Page.
Postmasters responsible for loss of money-order forms	1243	432
rules for correspondence with Department	458	208
salaries of Presidential	410	178
served by catchers, instructions to	572	240
their appointment and term of office	393	170
residence	397	172
to apply for money-order draft, when	1398	473
approve bonds for carrying mails	753	304
ask instructions when in doubt	457	203
certify when required to dispatch of registered matter	1069	381
consult Postal Guide as to registered matter to foreign countries	1147	402
count stamps, etc., when received	120	68
keep an office	429	191
public moneys safely	125	73
observe money-order regulations	1228	419
preserve Department circulars	456	202
postal guides	456	202
receive registered matter from railway post-office clerks	1092	386
recommend money-order system to the public	1227	419
report delinquent mail-carriers	825	327
false evidence as to second-class matter	298	122
lost mail matter, etc	668	261
operations of free delivery	630	248
robbery of mail	670	263
violations	688	268
require efficient special-delivery service	643	274
supervise carrier service	596	250
take special interest in success of registry system	1140	400
what they may retain from receipts of office	172	82
when may employ temporary service	772	311
to keep order book	455	202
who may be	394	170
Post-Office, breaking and entering	1441	488
cars, dimensions of and additional pay for	725	295
full railway and pay for	727	295
railroad company to provide	724	294
to be furnished as required	726	295
Post-Office Department, expenditures and purchases for	49	41
financial maintenance and affairs of	40	36
list of principal officers of	6	10
organization of	1	9
Post-office inspectors and mail depredations, duties of division of	7	25
appointment of	22	31
bond required	23	32
commissions of, to be demanded	459	203
compensation of	20	30
confidential regulations for	29	34
communications of	27	33
Department officers may be	19	30
employment authorized	18	30
general authority of	24	33
must well inform themselves with regard to postal service	26	33
organization and headquarters	28	33
payment of	20	31
service must be faithful and impartial	25	33
to be assisted by railway postal clerks	922	351
carried free on railroads	712	291
search vessels for letters	689	267
Post-offices, advertisements and placards in	424	191
discontinued registry records of	1136	373
Post-office, branch establishment	390	169
offices, business hours at	436	192
change of name and site	391	169
discontinuance	392	170
leasing of	421	188
loungers not permitted in	433	191
not to be located in barroom	430	191
other business at fourth-class	431	191
robbed, to be reported	669	263
their establishment	389	169
Post-roads, authority to establish	701	289
discontinuing service on	706	292
selection of	697	288
service may be established on	700	289
what are	698	288
when terminus may be changed	698	288
Post-route maps, issue and sale of	50	41
Pouches and sacks to be returned by railway post-office clerks	991	365
how to prepare and hang on crane	569	239
to be carefully examined	506	214
examined by railway postal clerks	975	362
Power of attorney for money orders	1278	437
Preference given to letters over other mail matter	707	292
Preliminary proceedings, postal crimes	1419	481
Presidential postmasters, postal account of	194	88
record by	193	88

	Sec.	Page.
tial postmasters, reports of mail bags, etc	854	336
salaries of	410	178
tamped letter-sheet envelopes	126	70
natter defined	315	128
in foreign mails	350	148
hip matter, how to be treated	819	326
and binding, how done	79	51
United States debts to be first satisfied	261	110
anks can not receive deposits	137	73
xpress forbidden	675	283
penalty for sending letters by	678	284
d articles in parcels post	583	250
ners in Railway Mail Service to be examined monthly	958	357
n of railway postal clerks	892	346
ne in post-office	419	183
of letter carriers	606	262
the merit system for clerks in Post-Office Department	14	28
ets and corrections of	317	128
s for carrying the mail, how delivered and opened	764	308
prepared	757	306
to be accompanied by bonds	753	304
recorded and filed	763	308
ildings, Postmaster-General to approve plans for	90	55
cuments and property turned over to successor	440	194
in canvas sacks	841	332
oneys, directions to postmasters regarding	138	73
loaning, using, etc	1429	485
lices, political solicitation is forbidden	58	45
icial, delivery of mail by his official title	523	224
inting and binding	79	51
perty and funds, care of	441	194
inventories of	439	193
rs may be furnished with canvas sacks	840	332
ent of officers and employés for mailing improper matter	336	142
on execution	263	111
s for department use	49	41
tions of postmasters	395	171
r accounts, at carrier offices	206	94
correction of errors in	204	93
deceased postmasters	202	93
of receipts	195	91
penalty for neglect to send	197	91
to be preserved two years	205	94
to be sworn to	196	91
registered fees not to be entered in	1139	399
r report of newspaper postage	208	94
r reports of registered business to Third Assistant Postmaster-General	1138	399
to the Postmaster-General by auditor	219	101
r returns, directions for sending	199	91
division of between outgoing and incoming postmasters	201	93
duty of postmasters when originals are lost	200	92
new bond does not change	203	93
required even if no business done	198	91
company to designate financial agent	729	296
provide post-office cars	724	294
companies, rules of, to be observed by railway postal clerks	924	351
to report receipts and expenses	730	296
take mails from and into post-offices, when	713	291
when payments to, to be withheld	733	297
employés, carriage of mail matter by	1022	371
service, temporary service on failure of	735	298
s, compensation of, reduced 5 per cent more	717	293
10 per cent	716	293
land grants, compensation of	718, 719	293, 294
Adjustment Division, duties of	7	19
company must carry mails on any train	711	291
companies must carry supplies and inspectors free	712	291
mail employés, exchange of mail keys by	879	342
routes, when mail may be carried on by horse express	731	296
service conditions of, and pay for	715	292
Mail Service, assignment of chief clerks	893	347
clerks in emergencies	902	349
assistant general superintendent of	886	344
care of keys, penalty for loss	941	353
case examinations in	956	356
changes of service	1025	371
checking errors	986	363
chief clerks of	886	344
and assistants	900	348
counting mail	1009	369
defective keys to be reported to superintendent	940	353
delivery at catch stations	1008	368
detail of clerks	901	349
direct packages	980	362
for Washington, D. C	981	362
division, headquarters of	7	20
duties of general superintendent	885	344

	Sec.	Pa
Railway Mail Service, duties of general superintendent as to mailability of doubtful matter	888	
of office of general superintendent	7	
errors by transfer clerks	1013	
examination of transfer clerks	1017	
exchange of pouches	1004	
General Superintendent of	885	
helpers	887	
investigation of losses	1020	
irregularities to be reported	1006	
letters not to be placed in pouch loose	982	
mail matter to be made up by States	978	
miscent matter to be so stamped	1007	
no clerk to be absent without leave	959	
official matter to be pouched with letter mail	983	
organization of working crews	896	
partial duty to be noted on record	953	
paying back sum	960	
posting record book	952	
probationers to be examined monthly	958	
reassignment of clerks	903	
receipts to be taken for mail keys	938	
reduction or retirement of incompetent clerks	905	
repairing locks and keys forbidden		
reports of transfer clerks	1016	
salaries to be regulated by duties	904	
substitutes for absent clerks	961	
superintendents of divisions	889	
tenure of mail keys	937	
to separate mail for delivery and that of distribution	979	
transfer clerks	1010	
to guard mails	1014	
of mails	1011	
service	889	
verifying receipts and delivery of mails	1012	
voluntary examinations	957	
Railway Post-Office, receipt of mail matter at, outside of pouches	980	
Railway Post-Offices	894	
permits not good for transportation	949	
to be taken up	948	
ride in	947	
receiving and delivering second-class mail at	970	
who may have access to	946	
Railway Post-Office, cars (full) and pay for	727	
clerk in charge, duties of	910	
clerk in charge to report accidents	923	
Railway Post-Office Clerks, absences, how affect their pay	193	
appointment of	891	
arrivals and departures as affecting pay	182	
begging newspapers forbidden	974	
care of cars	929	
cause of deduction of pay to be noted on pay roll	187	
classification of	890	
courtesy enjoined	930	
disposal of unmailable and loose articles	995	
final payment not to be made to until keys and record turned in	188	
forbidden to read mail matter in transit	973	
form of official telegrams	935	
may deliver mail to post-office inspectors	522	
must assist post-office inspectors	922	
examine order books	912	
must examine their offices at end of runs	928	
furnish their addresses	913	
not deliver mail	522	
impart information to unauthorized persons	918	
pay their just debts	921	
not exempt from jury duty or arrest	967	
to deface printed labels	992	
give information concerning vacancies	925	
leave their offices during runs	927	
traffic on duty	917	
use public property for private purposes	933	
notice to postmaster in case of death, resignation, excessive absence, etc.	184	
on night lines	963	
paid for daily service	916	
partial suspension of pay	185	
payment of	181	
acting clerks and substitutes	186	
period of duty	915	
postmarking and returning of registered package, receipts by	1217	
pouching of registered matter by	1222	
prohibited from mutilating postal property	935	
promotion of	892	

	Sec.	Page.
lway Post-Office Clerks, receipt of mail at railway post-office	908	359
record of arrivals and departures of	950	355
registered matter to be kept	1214	416
registry books	1213	416
replies to official communications	954	356
residence of	914	350
sending of resignations	964	358
subpœnaed by United States court	966	359
to accompany mails to and from post-offices	926	351
carry instructions	906	349
check return of registered-package receipts	1223	418
compare registered package with accompanying receipt	1220	418
deliver registered matter to connecting railway post-office clerk	1224	418
deliver registered matter to postmasters	1092	386
distribute mails by schemes	980	365
examine pouches	975	361
waste paper and twine	930	352
forward mail for foreign countries as specially addressed	1028	372
notify division superintendent of changes needed in railway post-offices	909	350
obey clerk in charge	911	350
rules of railroad companies	924	351
observe regulations concerning registered pouches and inner sacks	1225	418
obtain receipts for registered matter	1216	417
open and distribute one pouch at a time	990	365
pouch registered packages between post-offices and postal cars	1212	416
receive registered matter at terminal post-offices	1215	417
report change of schedules	908	349
errors in postal guide	907	349
return pouches and sacks	991	365
secure mail locks and keys	936	353
sell postage stamps	934	352
send certificate in case of disability	962	358
monthly reports	994	365
trip reports	993	365
turn over property of Department on resignation, etc	931	352
use vigilance in guarding mails	925	351
transfer of property	932	352
uniform for	895	347
use of intoxicating liquors prohibited on duty	920	351
tes and payment of postage, foreign mails	353	151
for advertisement	70	48
official telegrams	91	55
of postage to Canada	356	153
foreign countries	361	155
Mexico	357	153
adjustment of salaries of postmasters	468	178
rall of foreign registered matter	1160	404
registered matter	1125	396
ceipts, money order	100	63
postal	99	63
quarterly account of	195	91
ceiver, postmaster to require appointment of	528	227
ceiving articles stolen from mails	1433	487
box at third and fourth class post-offices	442	195
boxes, collection from	626	268
offices, opening of mails	506	216
stolen Government property	1428	484
property of Government	1428	484
ord and account by fourth-class postmasters	192	88
book of postmasters	191, 192	88
by Presidential postmasters	193	89
demption of spoiled stamped envelopes	132, 139	72
fused mail matter	559	236
publishers to be notified when	556, 567	235
registered letters or parcels	1127	397
second-class matter, disposal of	558	235
gister of arrivals and departures	824	327
outgoing and incoming mails to be kept	846	333
gistered, what mail matter may be	1035	373
when matter becomes	1048	377
foreign matter, undelivered	1154	403
letter or parcel, delivery of	1100	392
letters and parcels missent	1103	389
found unsealed	1099	388
or parcels misdirected	1104	389
refused	1127	397
gistered matter, all in one brass-lock pouch	1205	415
care in delivery	1113	393
certificate of dispatch of	1069	381
delivery of by carriers	1111	392

		Sec.	Page.
Registered matter	delivery of when addressee is dead	1119	394
	disposal of when addressee is insane	1120	394
	for dispatch abroad insufficiently prepaid	1165	405
	foreign label for	1163	404
	recall of	1160	404
	sender may demand return receipt	1149	402
	forwarding of	1105	389
	between Postal Union countries	1158	403
	found among ordinary matter	1094	387
	fraudulent, to be returned without postage or fee	1124	396
	from distant post-offices	1070	382
	other countries insufficiently prepaid	1166	405
	handling of, by transfer clerks	1019	370
	identification of addressee	1113	393
	in pouches with defective locks	1080	384
	liable to customs duties	1157	403
	manner of dispatching from exchange offices	1164	404
	missing, report of, how made	1134	398
	name of carrier delivering must appear	1112	392
	not subject to attachment or garnishment	1121	395
	to be delivered to employés of railroad company	1218	417
	handled by carrier outside of pouch	1068	381
	sent direct over railway mail routes	1072	382
	tied with ordinary matter	1066	381
	treated as fraudulent without express order	1123	395
	on night trains	1064	381
	order for return of fraudulent	1122	395
	pouching of, by railway post-office clerks	1222	418
	preparation for dispatch	1055	378
	proper signature required	1117	393
	recall of	1125	396
	receipt of, at terminal post-offices	1215	417
	for, to be obtained by railway post-office clerks	1216	417
	received from abroad	1167	405
	record of, to be kept by railway post-office clerks	1214	416
	responsibility for wrong delivery	1115	393
	return of undelivered to Canada and Mexico	1155	403
	sending of, to Dead-Letter Office	1130	397
	specially held for delivery	1156	403
	to be canceled and postmarked	1050	377
	delivered by railway post-office clerks to connecting railway post-office clerks	1224	418
	delivered to postmasters by railway post-office clerks	1092	386
	kept securely	1051	377
	numbered	1047	377
	postmarked at exchange offices	1162	404
	to foreign countries	1143	400
	undelivered, return of, to mailing office	1126	396
	when sender of returned is not found	1129	397
	sent in closed pouches by other than railway post-office trains	1065	381
	without cover, in registered-package envelope	1150	398
Registered packages	arriving in bad order, treatment of	1098	388
	damaged, with tag attached	1099	386
	delivery of, at carrier offices	1108	391
	for dispatch, in catcher pouches	1067	381
	found in bad order or damaged in transit	1089	386
	from exchange offices	1151	402
	illegible postmark on	1219	417
	indorsement of	1081	384
	in transit	1076	383
	misdirected, how treated	1088	385
	missent	1087	385
	must be sent by most secure route	1072	382
	on star routes	1077	383
	received in pouches	1075	383
	to be dispatched over star route in way pouch	1074	382
	pouched between post-offices and postal cars	1212	416
Registered package envelopes		1054	378
	addressed to foreign post-offices	1148	402
	containing foreign matter to be marked "foreign"	1150	402
	disposal of, used	1137	398
	empty, when opened	1101	389
	matter too large to go in	1057	379
	responsibility for failure to seal	1056	379
	to be numbered	1047	377
	with only receipt cards inclosed	1095	387
Registered package receipt		1059	379
Registered package, receipts and bills,	prompt return of	1062	380
	failure to properly fill out return	1221	418
	hand to hand when practicable	1063	384
	making out of	1060	380
	manner of signing, by subordinates	1061	380
	postmarking and return of, by railway post-office clerks	1217	417

	Sec.	Page.
ed package receipts, return of, to be checked by railway post-office clerks	1223	418
tag envelope	1058	379
ed parcel, parcels-post	586	251
ed pouch, additional supplies	1173	407
bill and pouch, discrepancy between	1188	412
office supplies	1172	407
bills, manifold writing of	1176	408
treatment of, at receiving offices	1184	411
checking and receipting for contents of	1183	410
in bad order	1182	410
inspection of, before closing	1177	408
lock numbers and bill numbers, discrepancy between	1185	411
locks must not be injured	1179	409
or blank must be delivered	1191	413
service	1169	406
exchanges always to be made	1171	407
mode of conducting	1170	407
ed pouches in bad order in transit, disposal of	1193	413
international	1144	401
labeling, locking, and delivering of	1178	408
matter dispatched in	1174	407
preparation of matter for	1175	408
return of extra	1181	410
taken to terminal offices	1192	413
that have missed connection	1187	411
special-delivery letters	1114	393
matter	661	279
ing currency, instructions for	1040	375
postal and money-order funds	1041	375
tion bill	1053	378
failure to return	1084	385
send	1097	388
omissions on, to be supplied	1096	388
bills, no postage on	1131	398
blanks to be used	1043	376
books for railway post-office clerks	1213	416
tion division, duties of	7	24
fee to foreign countries	1146	401
(foreign) restriction on	1145	401
hours of business for	1036	374
how matter to be presented for	1045	376
letter-carriers not to accept matter for	1049	377
of currency for redemption	1039	374
postmasters' duty to encourage	1033	373
records to be kept	1042	375
receiving mail matter for	1046	377
fee	1037, 1038	374
if not prepared, to be collected at office of delivery	1106	390
fees not to be entered in quarterly postal account	1139	399
forms at large postoffices	1044	376
keys and locks, safety of	1186	411
locks and keys damaged	1189	413
notices to be sent	1107	391
receipt to be taken on delivery	1110	392
records are public property	1135	399
records of discontinued post-offices	1136	399
return receipt	1052	377
failure to send	1097	388
return receipts (foreign), record and dispatch of	1168	406
for foreign undelivered letters or parcels	1153	403
from foreign countries	1152	402
no postage on	1131	398
omissions on, to be supplied	1096	388
preparation of, by exchange offices	1161	404
to be remailed to sender	1118	394
schemes must be observed by postmasters	1073	382
system authorized	1031	373
checking return of receipts and bills	1082	384
continuous examination record and receipt	1078	383
deposit and examination of carrier's books	1116	393
entries in delivery book	1102	389
immediate response to inquiries	1132	398
in charge of Third Assistant Postmaster-General	1034	373
inquiry returned indorsed not received	1085	385
matter received for delivery	1093	387
means to attain safety	1032	373
original record to show return of matter	1128	397
quarterly reports to Third Assistant Postmaster-General	1138	399
postmasters to take special interest in success of	1140	400
tracers for stamp-envelope and postal-card packages	1133	398
transit book	1079	383
ions, authority to prescribe	3	10
ion wagon service	743	301
of sureties by Court of Claims	406	176
lapse of time	405	176
renewal of bond	402	175

	Sec.	Pag
Remittances of money-order funds, minimum amount of	1402	4
must be made promptly	1406	4
no credit until receipt obtained	1405	4
special instructions about	1404	4
to be made daily	1402	4
Remitters, repayment of money orders to	1284	4
Rent; fuel, and light, allowances for	420	1
for third-class offices	415	1
Repaid money orders to be recorded	1286	4
Repayment by duplicate money order to be noted	1297	4
of international money orders	1290	4
money orders	1284	4
to indorsees or payees	1285	4
Report, monthly, of sale of postage stamps	209	
of arrest of criminals	671	2
mail-messenger service	740	3
missing registered matter, how made	1134	3
to be made by Department on claims	84	
Reports—annual	71	
by depositaries	149, 150	
of auditor—annual	75	
inspection	830	3
robberies of post-offices	669	2
transfer clerks, Railway Mail Service	1017	3
Weather Bureau	469	2
Request matter, treatment of	549, 550, 551	232, 2
Requisitions for money	42	
newspaper stamps	117	
postage stamps	116	
special-request envelopes	118	
Reserve (fixed) of money-order funds	1407	4
(irrespective) of money-order funds	1408	4
Residence of postmasters	397	1
Resignations of railway post-office clerks, sending of	964	3
Retiring postmaster at money-order office, duty of	1238	4
postmasters, deposits by	141	
Return and redirection of parcels	589	2
of correspondence in foreign mails	360	1
other than first class	553	2
receipt registry	1052	3
receipt, sender may demand for foreign registered matter	1149	4
receipts for ordinary parcels in parcels post	587	2
registered matter, original record to show	1128	3
Returned for better direction	481, 502	210, 2
registered matter when sender of is not found	1129	3
Returns, penalty for making false	211	
Revenues, account of	216	1
deposits of	130	
postal, sources of	98	
to be credited with payments by postmasters	220	1
paid into Treasury	160	
Robbery of mail, accessory to	1443	4
report of	670	2
Robberies of post-offices, reports of	669	2
Robbery of the mail	1435	4
Robbing the mail	1436	4
Roots, bulbs, seeds, scions, etc., postage on	313	1
Rotary locks	865	3
defective, not to be used	866	3
disposal of surplus	867	3
how furnished	864	3
special attention to	1190	4
Salaries, double, forbidden	53	
of postmasters, orders affecting	408	1
clerks in Post-Office Department	11	
post-offices	419	1
postmasters, readjustment of	409	1
Presidential postmasters	410	1
payment of	43	
Salary and allowance division	7	
Sales of valueless papers	51	
Sample copies	290	1
Samples of merchandise in foreign mails	352	1
Schedules on mail routes to be observed according to standard time	833	3
Schemes, distribution of mails by	491	2
for post-offices	427	1
mails to be distributed by, in Railway Mail Service	989	3
registered matter, postmasters must observe	1073	3
Scurrilous matter,	330-332	135-1
Seal, inviolability of	461	2
of Post-Office Department	39	
Sea post-offices, German-American	590	2
how mails to be treated in	590	2
on what lines established	590	2
Search for mail matter, authority for	669	2
Second Assistant Postmaster-General, duties assigned to office of	7	
may sign what contracts	1275	4

	Sec.	Page.
ad advice of money order, to be entered, when received	1275	433
ad advices of money orders, when to be issued	1262	428
ad-class matter, advertisements permanently attached	294	122
advertising sheets defined	280	116
application for admission to	262	117
at free-delivery offices, how separated	305	125
bills, receipts, and orders accompanying	309	126
Department record of	285	119
detention of and collection of proper rates	310	126
disposal of, when refused	558	235
entry of	284	118
examination at mailing office	293	121
of	295	122
extra editions	286	119
false evidence punishable	297	122
foreign publications	291	121
admission of, regulation for	292	121
forwarded to be rated up with postage due	519	222
free within county, when	374	163
known office of publication	279	116
manner of folding and address	307	125
mode of payment of postage	300	123
newspapers and periodicals defined	303	124
outside of mail bags	971	360
package to one address	536	229
permissible thereto	308	126
postage on	299	123
postmasters to report false evidence	298	123
publications containing illegal supplements, how rated	289	120
publishers to be notified when undelivered	556, 557	235
rate of postage at free-delivery offices	304	124
receiving and delivering at railroad post-offices	970	360
record of	295	122
reëntry of publications	283	118
regularity of issue	278	115
rights of news agents	301	123
rules for determining character of supplements	288	119
sample copies	290	120
subject to postage due for returning	553	234
subscription price and list required	281	117
supplements admitted	287	119
statutory characteristics	277	115
to be promptly dispatched	972	360
eting letters	1431	485
ls	364	156
rating offices, allowance for	416	181
and steamboat letters	808	324
account of	817	326
fees, manner of collecting	812	325
letters, definition of	811	325
double postage on	810	324
no fees on foreign-addressed	814	325
to passengers or sailors	815	325
payment for	809	324
printed, how to be treated	819	326
rating up postage on	813	325
h Auditor, office of	7	26
iers and Sailors	16	29
lers', Sailors', and Mariners' letters	272	114
ial-delivery articles, record of, how kept	662	279
at third and fourth class offices	652	276
books, how kept	644	274
business, reports of at free-delivery offices	650	276
extended to all post-offices and all mail matter	634	270
general instructions	665	280
hours within which to be made	657	277
duty of carriers receiving	649	276
letters may be delivered by carriers	648	275
registered	1114	393
to whom to be delivered	658	278
without proper postage	480	210
matter, duty of postmasters on arrival of	665	277
mailing and dispatch of	654	277
registered	661	279
undelivered, how disposed of	664	279
when and how to be forwarded	663	279
messengers at free-delivery offices	640	273
behavior of	642	274
measures to be taken on failure to deliver	647	275
need not be uniformed	641	273
payments to	645	274
how receipted for	646	275
offices, all post-offices are	635	272
omission not to delay letter	634	271
penalty for false return or record	634	271
postmasters responsible for immediate delivery of	656	277
to require sufficient service	643	274

	Sec.	Page.
Special delivery receipts to be taken	660	278
service	633	269
accounts of, and fees	653	276
propositions to perform	651	276
stamps	104, 131	64-71
description of	636	272
how canceled	639	273
how sold and used	638	272
how supplied	637	272
within what limits to be made	659	278
post-offices, mail facilities to	702	290
reports of mail service	827, 828	338
request envelopes, mistakes in printing	122	69
requisitions for	118	67
supply of, and rules governing	119	67
Spoiled forms in international money-order business	1362	460
Spoiled postal notes	1314	444
stamped envelopes, redemption of	132, 133	72
Stamp agent	33	34
Stamped and letter-sheet envelopes, price of	126	70
envelope agent	33	34
envelopes, kinds of	106	64
letters in	685	286
redemption of spoiled	132, 133	72
to be provided	105	64
to be sold at cost	124	69
paper, sale of, not to be solicited	470	206
State courts, jurisdiction of	1417	480
Statements of money-order business	1409	478
Stationery for post-offices	424	186
Stealing mail	1432	486
locks or keys	1440	489
matter accessory to	1444	490
newspapers	1434	487
post-office property	1438	488
Steamboat lines, clerks on	898	348
mail service, inland and foreign	706	290
service, contracts for	775	312
Steamboats, mail apartments to be furnished on	776	312
Stolen property of Government, receiving of	1428	484
return of to owners	101	63
Straw bids, penalty for making	774	311
Street directory	482	211
letter-box locks, applications for	873	340
care of	871	340
defective	872	340
how furnished	869	339
receipts and inventories of	874	340
surplus allowed	870	339
mailing boxes, establishment of	597	250
injuring mail matter in	1424	483
penalty for injuring	1423	482
regulations respecting	598	250
Subcontracts for carrying the mail permissible with consent of Postmaster-General	291	316
regulations for	792	317
Sublet contracts, Postmaster-General may annul	794	318
Subpœna for witnesses	80	57
of railway post-office clerks by United States court	966	359
Substitute letter carriers	604	262
railway postal clerks, payment of	186	86
for absent railway post-office clerks	961	358
Suits, application for warrants in postal	232	104
attachments in postal	231	104
copies of record in	247	107
demands by Post-Office Department in evidence	248	107
for delinquencies, papers required in	256	110
money due Post-Office Department, United States attorneys to conduct	245	107
interest on balance due Post-Office Department	233	105
issue of warrants in	233	105
marshal to make return to Auditor	249	108
of United States against individuals, what credits allowed	242	106
postal, what credits allowed in	241	106
under postal laws, jurisdiction of circuit and district courts	230	103
State courts	229	103
upon collection drafts	159	78
when judgment at return term	243	107
Sunday, money-order business, not to be transacted on	1232	420
Superintendent and disbursing clerk, Post-Office Department, duties assigned to office of	7	13
bond of	41	88
of foreign mails, duties of office of	7	21
mails	453	201
Supplements admitted as second-class matter	287	119
illegal, how rated	289	120
rules for determining character of	288	119
Supply division, duties of	77	14
Supplies, care and economy in use of	425	186

	Sec.	Page.
s for letter-carrier offices	631	769
postal-note business, applications for	1305	442
to be carried free on railroads	712	291
post-offices	422	185
, action of, on postmaster's death	401	175
limit of time as to liability	399	174
must qualify on bonds of bidders for carrying mail	754	305
notice of deficiency to be given	400	174
release of, by Court of Claims	406	176
lapse of time	405	176
new bond	402	175
sufficiency of, to be certified to	395	175
entitled to compensation while performing duties of deceased postmaster at Presidential office	401	175
ıms, in Railway Mail Service, form of	955	356
rates for official	91	55
ıph appraisers, Postmaster-General to select	96	57
ıph companies, which have accepted Government privileges	97	57
penalties for refusal to transmit telegrams	95	56
privileges granted	92	56
to file acceptance	93	56
transfers of right forbidden	94	56
rary mail-messenger service	741	301
how supplied on failure of contractor	771	310
when authorized	770	310
when postmaster may employ	772	311
service when railroad service fails	735	298
Assistant Postmaster-General, duties assigned to office of	7	22
may sign warrants	169	81
what contracts	64	47
quarterly reports of registry business to	1138	399
lass matter, dead	383	167
defined and rate of postage	311	127
forwarded to be rated up with postage due	519	222
further definitions, rules, etc	316	128
permissible additions	318, 319	129
proof-sheets and corrections	317	128
subject to postage due for returning	553	234
lass postmasters to provide receiving-box for mail	442	195
lass post-offices, rent, fuel, and light for	415	181
when change from fourth-class takes effect	210	94
h pouches, no through pouches by mail train	498	215
registered matter	1169	406
notices, discrepancies, and delays	1180	409
llowed for opening and closing mails at intermediary offices on star routes	465	205
apher's office, disbursements for	44	38
duties assigned to	7	14
for stamp, envelope, and postal-card packages	1133	398
er clerks, arrivals and departures of	1018	370
daily and hourly reports	1016	370
examination of	1017	370
governed by general instructions to railway post-office clerks	1021	371
handling registered matter	1019	370
in Railway Mail Service	1010	369
mail stopping over night	503	216
railway mail, to guard mails	1017	369
record of errors by	1013	369
to supervise messenger service	1015	369
take care of Government and railroad property	1020	370
r of debts to contractors	175	83
mails, Railway Mail Service	1011	369
meritorious clerks	15	29
money-order funds to postal account	1396	471
postal funds to money-order account	1395	471
r service	743, 744	301
Railway Mail Service	899	438
rred funds, entry of, in cash book	1397	471
nt letters, how treated	625	268
newspapers, rate of postage	302	124
book, registry system	1079	383
ortation charges, Postal Union	806	323
settlement of Postal Union	807	324
of domestic mails through foreign countries	796	319
United States	802	320
mails, contracts for term of	745	301
requirements of service	728	296
ry draft, now employed	171	82
relations, foreign mails	342	143
ports to be sent by railway post-office clerks	993	365
for post-offices	424	186
sales of	439	193
cled stamps not to be canceled en route	505	216
ned card and request matter, treatment of	549, 550	232, 551
	553	233, 234
international money orders	1386	488

	Sec.	Page.
Unclaimed matter defined and disposal thereof	529	225
returns of, to Dead-Letter Office, how made and transmitted	564	237
time of return to Dead-Letter Office	562	236
money orders, how to effect payment	1278	434
second-class and printed matter, disposal of	554	235
matter, publisher to be notified	556, 557	234
single postal cards to be sent to Dead-Letter Office	552	234
Undelivered, postage-due forwarded matter	516	220
registered matter, return of, to mailing office	1126	396
Unexpended balances covered into Treasury	167	81
limitation of	166	80
Uniform for railway postal clerks	895	347
of letter-carriers	611	260
penalty for wearing, unlawfully	611	263
United States attorneys to conduct suits for money due Post-Office Department	245	107
Universal Postal Union, countries included in	342	143
reached through intermediary	343	146
Unmailable matter, disposal of, by railway postal clerks	895	348
destructive	484	211
inadvertently sent	502	216
in foreign mail	355–358	152–154
return of, to Dead Letter Office, how made and transmitted	566	237
return of, to Dead Letter Office, when made	565	237
to be destroyed in Dead Letter Office	386	168
treatment of, at office of address	538	230
when to be delivered	538	230
Unpaid letters	478	209
postage bill	516, 517	220, 221
United States, conspiracy to defraud	1453	492
United States courts, jurisdiction of	1416	480
United States officers, false personation of	1452	492
"U. S. mail," penalty of printing upon vessels, when	1448	490
Valuable letters from Dead Letter Office, delivery of	537	229
treatment of	537	229
Valuables and money found loose in the mails, treatment of	567	238
Valueless papers, sales of	51	42
Verification of cash on hand	47	40
Vessels in ocean mail service, armament of	803	321
classes of	803	321
compensation of	803	321
to be employed in ocean mail service, to be American	803	320
to be searched by inspectors for letters	689	287
to deliver all letters at post-office	683	285
penalty for printing "U. S. mail" on, when	1448	490
penalty on foreign for refusing to convey	683	285
Violations to be reported by postmasters	688	286
Voluntary service forbidden	8	28
Vouchers for moneys paid by postmasters to be sent to Auditor	178	83
Warrant, application for duplicate of lost	264	111
force and effect of duplicate	265	112
how drawn	166	81
in postal suits, application for	232	104
in suit, issuing of	233	105
other offices may sign	169	82
Third assistant may sign	169	81
Waste paper and twine to be examined by railway postal clerks	930	352
how sold	52	43
postmasters must collect and examine	468	206
sales as	439	193
Waters of United States, carrying the mail on	705	290
Way post-offices on star routes, delivery of mail to	823	327
Weather Bureau reports	489	366
reports to be treated as letter mail	984	362
Weekly statements from international money-order offices	1347	452
of money-order business at close of quarter	1412	479
Weighing of mails	721	294
Weights of mails upon spur or lateral lines	722	294
Weighing time of new service	723	294
Withdrawal of matter before dispatch	487	212
by sender after dispatch	489	213
Witness, disobedience of, punished	82	52
fee	81	52
oaths to	86	55
subpœna for	80	51
Wrapping of mail matter	329	133
paper for post-offices	424	186
Wrongful payments, suits to recover	86	53

APPENDIX A.

POSTAL AND MONEY-ORDER CONVENTIONS

CONCLUDED BETWEEN

THE UNITED STATES AND FOREIGN COUNTRIES.

TABLE OF CONTENTS.

Page

ERSAL POSTAL CONVENTION, concluded at Vienna July 4, 1891 ... 5

ntion of January 19, 1888 ... 59

ED MEXICAN STATES:
ntion of April 4, 1887 ... 62

PARCELS POST CONVENTIONS.

ntion of July 22, 1887 ... 65

:
ntion of { October 29, / November 10, } 1887 ... 68

ntion of { December 20, 1887 / January 9, 1888 } ... 71

IONDURAS:
ntion of { January 23, / February 10, } 1888 ... 74

ntion of April 28, 1888 ... 77

:
ntion of November 26, 1888 ... 82

ntion of December 19, 1888 ... 88

:
ntion of { January 18, / March 30, } 1889 ... 91

ISLANDS:
ntion of April 3, 1889 ... 96

CA:
ntion of January 4, 1890 ... 99

VEST INDIA ISLANDS:
ntion of May 7, 1890 ... 105

GUIANA:
ntion of February 3, 1892 ... 111

ID ISLANDS:
ntion of February 24, 1892 ... 114

MONEY-ORDER CONVENTIONS.

1880 ... 117

tain and Ireland, 1879 ... 121

Empire, 1879 ... 124

Pag

Switzerland, 1881 1
Italy, 1877 1
Italy, 1880 1
France, 1879 1
Sweden, 1885 1
New Zealand, 1881 1
New South Wales, 1881 1
Victoria, 1881 1
Belgium, 1882 1
Portugal, 1882 1
Jamaica, 1881 1
Tasmania, 1882 1
The Windward Islands, 1884 1
Japan, 1885 2
Cape of Good Hope, 1884 2
Hawaii, 1885 2
Queensland, 1884 2
Leeward Islands, 1885 2
Norway, 1887 2
Netherlands, 1886 2
Denmark, 1887 2
New Foundland, 1889 2
The Bahamas, 1891 2
Trinidad and Tobago, 1891 2
Austria-Hungary, 1892 2
British Guiana, 1892 2
Luxemburg, 1892 2
South Australia, 1892 .....

)STAL CONVENTIONS.

UNIVERSAL POSTAL UNION.

UNIVERSAL POSTAL CONVENTION.

stale Universelle conclue entre et les Protectorats Allemands, Unis d'Amérique, la Répub- ıtine, l'Autriche-Hongrie, la Bolivie, le Brésil, la Bul- li, la République de Colombie, ıendant du Congo, la Répub- ıta-Rica, le Danemark et les ıoises, la République Domi- ıypte, l'Équateur, l'Espagne nies Espagnoles, la France nies Françaises, la Grande- diverses Colonies Britan- 'olonies Britanniques d' Aus- Canada, l'Inde Britannique, Guatemala, la République 'oyaume d'Hawaï, la Répub- nduras, l'Italie, le Japon, la le Libéria,, le Luxembourg, le Monténégro, le Nicaragua, la Paraguay, les Pays-Bas et Néerlandaises, le Pérou, la rtugal, et les Colonies Portu- oumanie, la Russie, le Salva- bie, le Royaume de Siam, la Sud-Africaine, la Suède, la 'égence de Tunis, la Turquie, les États-Unis de Vénézuéla.

Universal Postal Convention concluded between Germany and the German Protectorates, the United States of America, the Argentine Republic, Austria-Hungary, Belgium, Bolivia, Brazil, Bulgaria, Chili, the Republic of Colombia, the Independent State of Congo, the Republic of Costa Rica, Denmark and the Danish Colonies, the Dominican Republic, Egypt, Ecuador, Spain and the Spanish Colonies, France and the French Colonies, Great Britain and various British Colonies, the British Colonies of Australasia, Canada and British India, Greece, Guatemala, the Republic of Haiti, the Kingdom of Hawaii, the Republic of Honduras, Italy, Japan, the Republic of Liberia, Luxemburg, Mexico, Montenegro, Nicaragua, Norway, Paraguay, the Netherlands and the Netherlands Colonies, Peru, Persia, Portugal and the Portuguese Colonies, Roumania, Russia, Salvador, Servia, the Kingdom of Siam, the South African Republic, Sweden, Switzerland, the Regency of Tunis, Turkey, Uruguay, and the United States of Venezuela.

gnés, plénipotentiaires des ts des pays ci-dessus énu- réunis en Congrès à Vienne, article 19 de la Convention rselle conclue à Paris le 1er t, d'un commun accord et le ratification, revisé ladite ainsi que l'acte additionnel lu à Lisbonne le 21 mars ément aux dispositions sui-

The undersigned, plenipotentiaries of the Governments of the countries above enumerated, being assembled in Congress at Vienna, by virtue of Article 19 of the Universal Postal Convention concluded at Paris on the 1st of June 1878, have by common consent, and subject to ratification, revised said Convention, as well as the Additional Act relating thereto concluded at Lisbon on the 21st of March 1885, in conformity with the following stipulations:

ıTICLE PREMIER.

ntre lesquels est conclue la vention, ainsi que ceux qui ultérieurement, forment, ination d'*Union postale uni-* seul territoire postal pour iproque des correspondances ireaux de poste.

ARTICLE FIRST.

The countries between which the present Convention is concluded, as well as those which may join it hereafter, form, under the title of *Universal Postal Union*, a single postal territory for the reciprocal exchange of articles of correspondence between their post-offices.

ARTICLE 2.

Les dispositions de cette Convention s'étendent aux lettres, aux cartes postales simples et avec réponse payée, aux imprimés de toute nature, aux papiers d'affaires et aux échantillons de marchandises originaires de l'un des pays de l'Union et à destination d'un autre de ces pays. Elles s'appliquent également à l'échange postal des objets ci-dessus entre les pays de l'Union et les pays étrangers à l'Union, toutes les fois que cet échange emprunte les services de deux des parties contractantes, au moins.

ARTICLE 3.

1—Les Administrations des postes des pays limitrophes ou aptes à correspondre directement entre eux sans emprunter l'intermédiaire des services d'une tierce Administration, déterminent, d'un commun accord, les conditions du transport de leurs dépêches réciproques à travers la frontière ou d'une frontière à l'autre.

2—A moins d'arrangement contraire, on considère comme services tiers les transports maritimes effectués directement entre deux pays, au moyen de paquebots ou bâtiments dépendant de l'un d'eux, et ces transports, de même que ceux effectués entre deux bureaux d'un même pays, par l'intermédiaire de services maritimes ou territoriaux dépendant d'un autre pays, sont régis par les dispositions de l'article suivant.

ARTICLE 4.

1—La liberté du transit est garantie dans le territoire entier de l'Union.

2—En conséquence, les diverses Administrations postales de l'Union peuvent s'expédier réciproquement, par l'intermédiaire d'une ou de plusieurs d'entre elles, tant des dépêches closes que des correspondances à découvert, suivant les besoins du trafic et les convenances du service postal.

3—Les correspondances échangées, soit à découvert, soit en dépêches closes, entre deux Administrations de l'Union, au moyen des services d'une ou de plusieurs autres Administrations de l'Union, sont soumises, au profit de chacun des pays traversés ou dont les services participent au transport, aux frais de transit suivants, savoir:

1° pour les parcours territoriaux, 2 francs par kilogramme de lettres ou cartes postales, et 25 centimes par kilogramme d'autres objets;

2° pour les parcours maritimes, 15 francs par kilogramme de lettres ou cartes postales, et 1 franc par kilogramme d'autres objets.

ARTICLE 2.

The stipulations of this Convention e tend to letters, to single post-cards a post-cards with paid reply, printed ma ter of every kind, commercial pape and samples of merchandise originati in one of the countries of the Union, a intended for another of those countri They also apply to the exchange by m of the articles above mentioned betwe the countries of the Union and the cou tries foreign to the Union, whenever t services of two of the contracting parti at least are used for that exchange.

ARTICLE 3.

1.—The Postal Administrations neighboring countries, or countries a to correspond directly with each oth without using the intermediary of t services of a third Administration, dete mine, by mutual agreement, the cond tions of the conveyance of mails whic they exchange across the frontier, or fro one frontier to the other.

2.—Unless there be a contrary arrang ment, the direct maritime-conveyanc performed between two countries b means of packets or vessels dependin upon one of them, shall be considered a a third service, and this conveyance, a well as that performed between two o fices of the same country by the interm diary of maritime or territorial service depending upon another country, is regu lated by the stipulations of the followin Article.

ARTICLE 4.

1.—The right of transit is guarantee throughout the entire territory of th Union.

2.—Consequently, the several Posta Administrations of the Union may sen reciprocally, through the intermediar of one or of several of them, as well close mails as correspondence in open-mail a cording to the needs of the traffic, and th convenience of the postal service.

3.—The correspondence exchange whether in open-mail or in closed mail between two Administrations of the Unio by means of the services of one or sever other Administrations of the Union, subject to the following transit charge to be paid to each of the countries tra ersed, or whose services participate the conveyance, viz:

1st. For territorial conveyance, francs per kilogram of letters or po cards, and 25 centimes per kilogram other articles;

2nd. For maritime conveyance, francs per kilogram of letters or p cards, and 1 franc per kilogram of ot articles;

est toutefois entendu:
e partout où le transit est déjà
ment gratuit ou soumis à des con-
plus avantageuses, ce régime est
u, sauf dans le cas prévu au chif-
après;
e partout où les frais de transit
ie sont fixés actuellement à 5
ar kilogramme de lettres ou de
ostales, et à 50 centimes par kilo-
d'autres objets, ces prix sont
us;
e tout parcours maritime n'ex-
pas 300 milles marins est gratuit,
inistration intéressée a déjà droit,
des dépêches ou correspondances
ant de ce parcours, à la rémunéra-
rente au transit territorial; dans
ontraire, il est rétribué à raison de
par kilogramme de lettres ou
ostales et de 25 centimes par ki-
ue d'autres objets;
e, en cas de transport maritime
par deux ou plusieurs Adminis-
, les frais du parcours total ne
dépasser 15 francs par kilo-
de lettres ou cartes postales et 1
ar kilogramme d'autres objets;
s, le cas échéant, sont répartis
s Administrations au prorata des
es parcourues, sans préjudice des
ments différents entre les parties
ées;
les prix spécifiés au présent
ie s'appliquent, ni aux transports
en de services dépendant d'Ad-
ations étrangères à l'Union, ni
sports dans l'Union au moyen de
extraordinaires spécialement
entrenus par une Administration,
s l'intérêt, soit sur la demande
de plusieurs autres Administra-
Les conditions de ces deux caté-
e transports sont réglées de gré à
e les Administrations intéressées.

s frais de transit sont à la charge
ninistration du pays d'origine.

décompte général de ces frais a
la base de relevés établis tous les
, pendant une période de 28 jours
iner dans le Règlement d'exécu-
vu par l'article 20 ci-après.

at exempts de tous frais de tran-
torial ou maritime, la correspon-
es Administrations postales entre
es cartes postales-réponse ren-
u pays d'origine, les objets réex-
u mal dirigés, les rebuts, les avis
ption, les mandats de poste et
res documents relatifs au service

ARTICLE 5.

s taxes pour le transport des en-
staux dans toute l'étendue de
, y compris leur remise au domi-

4.—It is, however, understood—
1st. That wherever the transit is already gratuitous at present, or subject to more advantageous conditions, such condition is maintained, except in the case provided for in paragraph 3d, following;
2nd. That wherever the maritime transit charges are fixed at present at 5 francs per kilogram of letters or post-cards, and at 50 centimes per kilogram of other articles, these charges are maintained;
3d. That every maritime conveyance not exceeding 300 nautical miles is gratuitous, if the Administration concerned is already entitled, on account of mails or articles benefiting by this conveyance, to the remuneration applicable to territorial transit; in the contrary case, payment is made at the rate of 2 francs per kilogram of letters or post-cards, and 25 centimes per kilogram of other articles;
4th. That in the case of maritime conveyance effected by two or more Administrations, the expenses of the entire transportation cannot exceed 15 francs per kilogram of letters or post-cards and 1 franc per kilogram of other articles; these expenses are in such case shared between those Administrations *pro rata* for the distances traversed, without prejudice to other arrangements between the parties interested;
5th. That the rates specified in the present Article do not apply either to conveyance by means of services depending upon Administrations foreign to the Union, or to conveyance within the Union by means of extraordinary services specially established or maintained by one Administration, either in the interest or at the request of one or several other Administrations. The conditions of these two categories of conveyance are regulated by mutual agreement between the Administrations interested.
5.—The expenses of transit are borne by the Administration of the country of origin.
6.—The general settlement of these expenses takes place on the basis of statements prepared every three years, during a period of 28 days to be determined on in the Regulations of execution referred to in Article 20 hereafter.
7.—The correspondence between the Postal Administrations, the reply-halves of double post-cards returned to the country of origin, articles reforwarded or missent, undeliverable articles, return-receipts, money-orders, and all other documents relative to the postal service, are exempt from all transit charges, whether territorial or maritime.

ARTICLE 5.

1.—The rates of postage for the conveyance of postal articles throughout the entire extent of the Union, including

cile des destinataires dans les pays de l'Union où le service de distribution est ou sera organisé, sont fixées comme suit:

1° pour les lettres, à 25 centimes en cas d'affranchissement, et au double dans le cas contraire, par chaque lettre et par chaque poids de 15 grammes ou fraction de 15 grammes;

2° pour les cartes postales, à 10 centimes pour la carte simple ou pour chacune des deux parties de la carte avec réponse payée.

Les cartes postales non affranchies sont soumises à la taxe des lettres non affranchies.

3° pour les imprimés de toute nature, les papiers d'affaires et les échantillons de marchandises, à 5 centimes par chaque objet ou paquet portant une adresse particulière et par chaque poids de 50 grammes ou fraction de 50 grammes, pourvu que cet objet ou paquet ne contienne aucune lettre ou note manuscrite ayant le caractère de correspondance actuelle et personnelle, et soit conditionné de manière à pouvoir être facilement vérifié.

La taxe des papiers d'affaires ne peut être inférieure à 25 centimes par envoi, et la taxe des échantillons ne peut être inférieure à 10 centimes par envoi.

2—Il peut être perçu, en sus des taxes fixées par le paragraphe précédent:

1° pour tout envoi soumis à des frais de transit maritime de 15 francs par kilogramme de lettres ou cartes postales et de 1 franc par kilogramme d'autres objets et dans toutes les relations auxquelles ces frais de transit sont applicables, une surtaxe uniforme qui ne peut pas dépasser 25 centimes par port simple pour les lettres, 5 centimes par carte postale et 5 centimes par 50 grammes ou fraction de 50 grammes pour les autres objets;

2° pour tout objet transporté par des services dépendant d'Administrations étrangères à l'Union ou par des services extraordinaires dans l'Union, donnant lieu à des frais spéciaux, une surtaxe en rapport avec ces frais.

3—En cas d'insuffisance d'affranchissement, les objets de correspondance de toute nature sont passibles, à la charge des destinataires, d'une taxe double du montant de l'insuffisance, sans que cette taxe puisse dépasser celle qui est perçue dans le pays de destination sur les correspondances non affranchies de même nature, poids et origine.

4—Les objets autres que les lettres et les cartes postales doivent être affranchis au moins partiellement.

5—Les paquets d'échantillons de marchandises ne peuvent renfermer aucun objet ayant une valeur marchande; ils ne doivent pas dépasser le poids de 250 grammes, ni présenter des dimensions supérieures à 30 centimètres en longueur, 20 centimètres en largeur et 10 centimètres en épaisseur ou, s'ils ont la forme de

their delivery at the residence of the addressees in the countries of the Union where a delivery service is or shall be organized, are fixed as follows:

1st. For letters, 25 centimes in case of prepayment, and double that amount in the contrary case, for each letter and for every weight of 15 grams or fraction of 15 grams;

2d. For post-cards, 10 centimes for a single card, or for each of the two halves of a post-card with paid reply.

Post-cards not prepaid are subject to the rate of postage for letters not prepaid.

3d. For printed matter of every kind, commercial papers, and samples of merchandise, 5 centimes for each article or packet bearing a particular address, and for every weight of 50 grams or fraction of 50 grams, provided that such article or packet does not contain any letter or manuscript note having the character of actual and personal correspondence, and that it be made up in such a manner as to admit of its being easily examined.

The charge on commercial papers cannot be less than 25 centimes per packet, and the charge on samples cannot be less than 10 centimes per packet.

2.—In addition to the rates fixed by the preceding paragraph, there may be levied:

1st. For every article subjected to maritime-transit charges of 15 francs per kilogram of letters or post-cards and 1 franc per kilogram of other articles, and in all the relations to which these transit charges are applicable, a uniform surtax which may not exceed 25 centimes per single rate for letters, 5 centimes per post-card, and 5 centimes per 50 grams or fraction of 50 grams for other articles.

2d. For every article conveyed by services depending on Administrations foreign to the Union, or by extraordinary services in the Union giving rise to special expenses, a surtax in proportion to these expenses.

3.—In case of insufficient prepayment, articles of correspondence of every kind are liable to a charge equal to double the amount of the deficiency, to be paid by the addressees, which charge however may not exceed that which is levied in the country of destination on correspondence not prepaid, of the same nature, weight and origin.

4.—Articles other than letters and post-cards must be prepaid at least in part.

5.—Packets of samples of merchandise may not contain any article having salable value; they must not exceed 250 grams in weight, or measure more than 30 centimeters in length, 20 centimeters in breadth and 10 centimeters in depth, or if they are in the form of a roll, 30 centimeters in length and 15 centimeters

, à 30 centimètres de longueur et
imètres de diamètre. Toutefois,
ninistrations des pays intéressés
torisées à adopter de commun ac-
our leurs échanges réciproques,
ites de poids ou de dimensions
ures à celles fixées cidessus.
s paquets de papiers d'affaires et
més ne peuvent pas dépasser le
s 2 kilogrammes, ni présenter, sur
le leurs côtés, une dimension su-
s à 45 centimètres. On peut, toute-
mettre au transport par la poste
uets en forme de rouleau dont le
e ne dépasse pas 10 centimètres
la longueur n'excède pas 75 cen-
s.

in diameter. The Administrations of the countries interested are, however, authorized to adopt by common consent, for their reciprocal exchanges, limits of weight or size exceeding those fixed above.

6.—Packets of commercial papers and printed matter may not exceed 2 kilograms in weight or measure more in any direction than 45 centimeters. Packets in the form of a roll may, however, be admitted to the mails provided they do not exceed 10 centimeters in diameter, and 75 centimeters in length.

ARTICLE 6.

s objets désignés dans l'article 5
t être expédiés sous recommanda-

ut envoi recommandé est passible,
rge de l'envoyeur:
prix d'affranchissement ordinaire
oi, selon sa nature;

n droit fixe de recommandation
ntimes au maximum, y compris
rance d'un bulletin de dépôt à
iteur.
envoyeur d'un objet recommandé
tenir un avis de réception de cet
n payant d'avance un droit fixe
ntimes au maximum.

ARTICLE 6.

1.—The articles specified in Article 5 may be registered.

2.—Every registered article is liable, at the charge of the sender:
1st. To the ordinary prepaid rate of postage upon the article, according to its nature;
2nd. To a fixed registration fee of 25 centimes at the maximum, including the issue of a receipt to the sender.*

3.—The sender of a registered article may obtain an acknowledgment of delivery of said article by paying in advance a fixed fee of 25 centimes at the maximum.

ARTICLE 7.

s correspondances recommandées
être expédiées grevées de rem-
ent jusqu'au montant de 500
ans les relations entre les pays
s Administrations conviennent
uire ce service. Ces objets sont
aux formalités et aux taxes des
ecommandés.
montant encaissé du destinataire
e transmis à l'envoyeur au moyen
ndat de poste, après déduction
te des mandats ordinaires et d'un
ncaissement de 10 centimes.

ARTICLE 7.

1.—Registered articles may be sent, marked with trade-charges up to the amount of 500 francs, to be collected on delivery, in the mails exchanged between the countries whose Administrations agree to introduce this service. These articles are subject to the formalities and rates applicable to registered articles.
2.—The amount collected from the addressee must be transmitted to the sender by means of a money order, after deducting the fee chargeable for said money order, and a fee of 10 centimes for collection.

ARTICLE 8.

cas de perte d'un envoi recom-
t sauf le cas de force majeure,
teur ou, sur sa demande, le des-
e a droit à une indemnité de 50

obligation de payer l'indemnité
à l'Administration dont relève le
expéditeur. Est réservé à cette
tration le recours contre l'Admi-
n responsable, c'est-à-dire contre
istration sur le territoire ou dans
e de laquelle la perte a eu lieu.

ARTICLE 8.

1.—In case of the loss of a registered article, and except in case of *force majeure*, the sender, or, at his request, the addressee, is entitled to an indemnity of 50 francs.†
2.—The obligation to pay the indemnity is incumbent on the Administration to which the dispatching office belongs. There is reserved to that Administration a remedy against the responsible Administration, that is to say, against the Administration within whose territory or in whose service the loss occurred.

rticle I of the "Final Protocol." The "Registration fee" in the United States is 50 centimes including the issue of a return receipt.
rticle II of the "Final *Protocol*."

3—Jusqu'à preuve du contraire, la responsabilité incombe à l'Administration qui, ayant reçu l'objet sans faire d'observation, ne peut établir ni la délivrance au destinataire ni, s'il y a lieu, la transmission régulière à l'Administration suivante. Pour les envois adressés poste restante, la responsabilité cesse par la délivrance à une personne qui a justifié, suivant les règles en vigueur dans le pays de destination, que ses nom et qualité sont conformes aux indications de l'adresse.

4—Le paiement de l'indemnité par l'Office expéditeur doit avoir lieu le plus tôt possible et, au plus tard, dans le délai d'un an à partir du jour de la réclamation. L'Office responsable est tenu de rembourser sans retard, à l'Office expéditeur, le montant de l'indemnité payée par celui-ci. Dans le cas où l'Office responsable aurait notifié à l'Office expéditeur de ne point effectuer le paiement, il devrait rembourser à ce dernier Office les frais qui seraient la conséquence du non-paiement.

5—Il est entendu que la réclamation n'est admise que dans le délai d'un an, à partir du dépôt à la poste de l'envoi recommandé; passé ce terme, le réclamant n'a droit à aucune indemnité.

6—Si la perte a eu lieu en cours de transport sans qu'il soit possible d'établir sur le territoire de quel pays le fait s'est accompli, les Administrations en cause supportent le dommage par parts égales.

7—Les Administrations cessent d'être responsables des envois recommandés dont les ayants droit ont donné reçu et pris livraison.

ARTICLE 9.

1—L'expéditeur d'un objet de correspondance peut le faire retirer du service ou en faire modifier l'adresse, tant que cet objet n'a pas été livré au destinataire.

2—La demande à formuler à cet effet est transmise par voie postale ou par voie télégraphique aux frais de l'expéditeur, qui doit payer, savoir:

1° pour toute demande par voie postale, la taxe applicable à une lettre simple recommandée;

2° pour toute demande par voie télégraphique, la taxe de télégramme d'après le tarif ordinaire.

3—Les dispositions du présent article ne sont pas obligatoires pour les pays dont la législation ne permet pas à l'expéditeur de disposer d'un envoi en cours de transport.

ARTICLE 10.

Ceux des pays de l'Union qui n'ont pas le franc pour unité monétaire fixent leurs

3.—Until the contrary is proved, the responsibility rests with the Administration which, after having received the article without making any remark, cannot prove either its delivery to the addressee, or its regular transmission to the next Administration, as the case may be. As regards articles addressed *poste restante*, the responsibility ceases upon delivery to a person who has proved, according to the regulations in force in the country of destination, that his name and description are in conformity with the indications of the address.

4.—The payment of the indemnity by the dispatching office should be made as soon as possible, and at the latest within the period of one year dating from the day of the reclamation. The responsible office is bound to refund to the dispatching office without delay the amount of the indemnity paid by the latter. In the case where the responsible office has notified the dispatching office not to make the payment, the former must refund to the latter office the expenses which may result from such non-payment.

5.—It is understood that the reclamation is only entertained if made within the period of one year from the time when the registered article was mailed; after this period has passed, the claimant has no right to any indemnity.

6.—If the loss has occurred during transportation, and it is impossible to ascertain on the territory of which country the loss took place, the Administrations concerned bear the loss in equal proportions.

7.—The Administrations cease to be responsible for registered articles, the addressees of which have given a receipt for them and have accepted them.

ARTICLE 9.

1.—The sender of an article of correspondence may cause it to be withdrawn from the service, or cause the address to be changed, as long as the article has not been delivered to the addressee.

2.—The request to be formulated for this purpose is transmitted by mail or by telegraph, at the expense of the sender, who must pay, as follows:

1st for every request by mail the charge applicable to a registered single letter;

2nd for every request by telegraph, the charge for the telegram according to the ordinary tariff.

3.—The provisions of this Article are not obligatory in countries the legislation of which does not allow the sender to dispose of an article in course of transportation.

ARTICLE 10.

Those countries of the Union which have not the franc for their monetary

l'équivalent, dans leur monnaie
ive, des taux déterminés par les
5 et 6 précédents. Ces pays ont
lté d'arrondir les fractions con-
ent au tableau inséré au Règle-
exécution mentionné à l'article 20
résente Convention.

unit fix their postage rates at the equivalents, in their respective currencies, of the rates determined by Articles 5 and 6 preceding. Such countries have the option of rounding off the fractions in conformity with the Table inserted in the Regulations of execution mentioned in Article 20 of the present Convention.

ARTICLE 11.

ARTICLE 11.

affranchissement de tout envoi
aque ne peut être opéré qu'au
de timbres-poste valables dans le
l'origine pour la correspondance
rticuliers. Toutefois, sont égale-
considérées comme dûment af-
ies les cartes-réponse portant des
s-poste du pays d'émission de ces

es correspondances officielles rela-
u service de postes et échangées
les Administrations postales sont
exemptées de cette obligation et
s à la franchise.

es correspondances déposées en
mer à la boîte d'un paquebot ou
es mains des commandants de na-
peuvent être affranchies au moyen
nbres-poste et d'après le tarif du
uquel appartient ou dont dépend
aquebot. Si le dépôt à bord a lieu
t le stationnement aux deux points
es du parcours ou dans l'une des
intermédiaires, l'affranchissement
alable qu'autant qu'il est effectué
yen de timbres-poste et d'après le
lu pays dans les eaux duquel se
le paquebot.

1.—Prepayment of postage on every description of article can be effected only by means of postage-stamps valid in the country of origin for the correspondence of private individuals. Nevertheless, the reply-halves of post-cards with paid reply bearing postage-stamps of the country which issued these cards are likewise considered as duly prepaid.

2.—Official correspondence relative to the postal service, and exchanged between the Postal Administrations, is alone exempt from this obligation and admitted free.

3.—Correspondence mailed on the high seas in the letter-box of a vessel or by being handed to the captains of vessels may be prepaid by means of the postage-stamps and according to the postage-rates of the country to which said vessel belongs or on which it is dependent. If the mailing on board takes place during the stay of the vessel at one of the two terminal points of the voyage or at one of the intermediate ports of call, prepayment of postage is not valid unless it is effected by means of the postage-stamps and according to the postage-rates of the country in whose waters the vessel happens to be.

ARTICLE 12.

ARTICLE 12.

haque Administration garde en
les sommes qu'elle a perçues en
ion des articles 5, 6, 7, 10 et 11 pré-
s, sauf la bonification due pour les
ts prévus au paragraphe 2 de l'arti-

n conséquence, il n'y a pas lieu, de
f, à un décompte entre les diverses
istrations de l'Union, sous réserve
onification prévue au paragraphe
résent article.

es lettres et autres envois postaux
vent, dans le pays d'origine, comme
elui de destination, être frappés, à
rge des expéditeurs ou des destina-
d'aucune taxe ni d'aucun droit
autres que ceux prévus par les arti-
smentionnés.

1.—Each Administration keeps the whole of the sums which it collects in execution of the foregoing Articles 5, 6, 7, 10 and 11, except the payments due for money orders provided by paragraph 2 of Article 7.

2.—Consequently, there is no necessity on this head for any accounts between the several Administrations of the Union, except as regards the payments mentioned in paragraph 1 of the present Article.

3.—Neither the senders nor the addressees of letters and other postal articles can be called upon to pay, either in the country of origin or in that of destination, any postage or any postal fee other than those contemplated by the Articles above-mentioned.

ARTICLE 13.

ARTICLE 13.

Les objets de correspondance de
nature sont, à la demande des ex-

1.—Articles of correspondence of every kind are, at the request of the senders,

péditeurs, remis à domicile par un porteur spécial immédiatement après l'arrivée, dans les pays de l'Union qui consentent à se charger de ce service dans leurs relations réciproques.

2—Ces envois, qui sont qualifiés „exprès", sont soumis à une taxe spéciale de remise à domicile; cette taxe est fixée à 30 centimes et doit être acquittée complètement et à l'avance, par l'expéditeur, en sus du port ordinaire. Elle est acquise à l'Administration du pays d'origine.

3—Lorsque l'objet est destiné à une localité où il n'existe pas de bureau de poste, l'Administration des postes destinataire peut percevoir une taxe complémentaire, jusqu'à concurrence du prix fixé pour la remise par exprès dans son service interne, déduction faite de la taxe fixe payée par l'expéditeur, ou de son équivalent dans la monnaie du pays qui perçoit ce complément.

4—Les objets exprès non complètement affranchis pour le montant total des taxes payables à l'avance sont distribués par les moyens ordinaires.

ARTICLE 14.

1—Il n'est perçu aucun supplément de taxe pour la réexpédition d'envois postaux dans l'intérieur de l'Union.

2—Les correspondances tombées en rebut ne donnent pas lieu à restitution des droits de transit revenant aux Administrations intermédiaires, pour le transport antérieur desdites correspondances.

3—Les lettres et les cartes postales non affranchies et les correspondances de toute nature insuffisamment affranchies, qui font retour au pays d'origine par suite de réexpédition ou de mise en rebut, sont passibles, à la charge des destinataires ou des expéditeurs, des mêmes taxes que les objets similaires directement adressés du pays de la première destination au pays d'origine.

ARTICLE 15.

1—Des dépêches closes peuvent être échangées entre les bureaux de poste de l'un des pays contractants et les commandants de divisions navales ou bâtiments de guerre de ce même pays en station à l'étranger, par l'intermédiaire des services territoriaux ou maritimes dépendant d'autres pays.

2—Les correspondances de toute nature comprises dans ces dépêches doivent être exclusivement à l'adresse ou en provenance des états-majors et des équipages des bâtiments destinataires ou expéditeurs des dépêches; les tarifs et conditions d'envoi qui leur sont applicables sont déterminés, d'après ses règlements intérieurs, par l'Administration des postes du pays auquel appartiennent les bâtiments.

delivered at the residence of the addressees by a special carrier immediately after their arrival, in the countries of the Union which consent to undertake this service in their reciprocal relations.

2.—These articles, which are endorsed "express", are subject to a special charge for delivery at the residence; this charge is fixed at 30 centimes, and must be paid in full and in advance, by the sender, over and above the ordinary postage. It belongs to the Administration of the country of origin.

3.—If the article is destined for a locality where there is no post-office, the Postal Administration of the country of destination may levy an additional charge, to the amount of the rate fixed for delivery by special carrier in its domestic service, a deduction being made of the fixed rate paid by the sender, or of its equivalent in the money of the country which levies this additional charge.

4.—"Express" articles upon which the entire charges payable in advance are not fully prepaid, are delivered by the ordinary means.

ARTICLE 14.

1—No additional charge is levied for the reforwarding of postal articles within the interior of the Union.

2—Undeliverable articles do not give rise to a restitution of the transit charges due to intermediary Administrations for the previous conveyance of said articles.

3—Unpaid letters and post-cards, and insufficiently prepaid articles of every kind, when returned to the country of origin, owing to their being reforwarded or because they have become undeliverable, are liable, at the expense of the addressees or senders, to the same rates as similar articles addressed directly from the country of the first destination to the country of origin.

ARTICLE 15.

1—Closed mails may be exchanged between the post offices of any one of the contracting countries and the commanders of naval squadrons or ships-of-war of the same country stationed abroad, through the intermediary of the territorial or maritime services depending on other countries.

2—Articles of every kind enclosed in these mails must consist exclusively of those addressed to or sent by the officers and crews of the vessels for which the mails are destined or from which they are dispatched; the rates and conditions of dispatch applicable thereto are determined by the Postal Administration of the country to which the vessels belong, in accordance with its domestic regulations.

arrangement contraire entre intéressés, l'Office postal ex- ou destinataire des dépêches igit est redevable, envers les ermédiaires, de frais de transit onformément aux dispositions 4.

ARTICLE 16.

st pas donné cours:
apiers d'affaires, échantillons s qui ne sont pas affranchis au tiellement ou qui ne sont pas és de façon à permettre une n facile du contenu;
bjets de mêmes catégories qui les limites de poids et de di- ixées à l'article 5;
Échantillons de marchandises valeur marchande.
as échéant, les envois men- paragraphe précédent doivent rés au timbre d'origine et remis, sible, à l'expéditeur.

interdit:
dier par la poste:
chantillons et autres objets qui, nature, peuvent présenter du ur les agents postaux, salir ou les correspondances;
atières explosibles, inflamma- ngereuses; des animaux et in- ants ou morts, sauf les excep- nes au Règlement de détail.
rer dans les correspondances ou recommandées consignées à

ièces de monnaie ayant cours;
bjets passibles des droits de

atières d'or ou d'argent, des des bijoux et autres objets mais seulement dans le cas où tion ou expédition serait dé- près la législation des pays in-

avois tombant sous les prohibi- aragraphe 3 qui précède et qui té à tort admis à l'expédition, e renvoyés au timbre d'origine, où l'Administration du pays tion serait autorisée par sa lé- u par ses règlements intérieurs ser autrement.
l'ailleurs réservé le droit du ent de tout pays de l'Union de ectuer, sur son territoire, le u la distribution, tant des ob- ant de la modération de taxe esquels il n'a pas été satisfait ordonnances ou décrets qui conditions de leur publication circulation dans ce pays, que ondances de toute nature qui tensiblement des inscriptions, c. interdits par les dispositions réglementaires en vigueur me pays.

3—Unless there be a contrary arrangement between the offices interested, the Post Office which dispatches or receives the mails in question is accountable to the intermediary Offices for the transit expenses calculated in conformity with the provisions of Article 4.

ARTICLE 16.

1—Circulation shall not be given:
a) to commercial papers, samples and printed matter which are not prepaid at least in part or which are not put up in such a manner as to permit the easy examination of the contents;
b) to articles of the same categories which exceed the limits of weight and size fixed by Article 5;
c) to samples of merchandise which have a salable value.
2—If any of the articles mentioned in the preceding paragraph be given circulation, they should be returned to the office of origin, and, if possible, be delivered to the sender.
3—It is forbidden:
1st to send by mail:
a) samples and other articles which, from their nature, may prove dangerous to the postal employés, soil or injure the correspondence;
b) explosive, inflammable or dangerous substances; animals and insects, living or dead, excepting the cases provided for in the Regulations of detail.
2nd to insert in ordinary or registered articles placed in the mails:

a) current coin;
b) articles liable to customs duty;

c) gold or silver bullion, precious stones, jewelry, and other precious articles, but only in case their insertion or transmission is prohibited by the legislation of the countries concerned.

4.—Articles coming under the prohibition of paragraph 3 preceding which have been forwarded erroneously, should be returned to the office of origin, except in cases where the Administration of the country of destination is authorized by its legislation or by its domestic regulations to dispose of them otherwise.
5.—There is, moreover, reserved to the Government of every country of the Union the right to refuse to convey over its territory, or to deliver, as well articles liable to the reduced rate in regard to which the laws, ordinances or decrees which regulate the conditions of their publication or circulation in that country have not been complied with, as correspondence of every kind which bears ostensibly inscriptions, designs, &c. forbidden by the legal enactments or regulations in force in the same country.

ARTICLE 17.

1—Les Offices de l'Union qui ont des relations avec des pays situés en dehors de l'Union, admettent tous les autres Offices de l'Union à profiter de ces relations pour l'échange des correspondances avec lesdits pays.

2—Les correspondances échangées à découvert entre un pays de l'Union et un pays étranger à celle-ci, par l'intermédiaire d'un autre pays de l'Union, sont traitées, pour ce qui concerne le transport en dehors des limites de l'Union, d'après les conventions, arrangements ou dispositions particulières régissant les rapports postaux entre ce dernier pays et le pays étranger à l'Union.

3—A l'égard des frais de transit dans le ressort de l'Union, les correspondances originaires ou à destination d'un pays étranger sont assimilées à celles de ou pour le pays de l'Union qui entretient les relations avec ce premier pays.

4—A l'égard des frais de transit en dehors des limites de l'Union, les correspondances à destination d'un pays étranger sont soumises, au profit du pays de l'Union qui entretient les relations avec le pays étranger à celle-ci, aux frais de transit suivants, savoir:

a) pour les parcours maritimes en dehors de l'Union, 20 francs par kilogramme de lettres ou cartes postales, et 1 franc par kilogramme d'autres objets.

b) pour les parcours territoriaux en dehors de l'Union, s'il y a lieu, les frais par kilogramme notifiés par le pays de l'Union qui entretient les relations avec le pays étranger servant d'intermédiaire.

5—En cas de transport maritime effectué par deux ou plusieurs Administrations, les frais du parcours maritime total, dans le resort de l'Union et en dehors de l'Union, ne peuvent dépasser 20 francs par kilogramme de lettres ou cartes postales et 1 franc par kilogramme d'autres objets; le cas échéant, ces frais sont répartis entre ces Administrations au prorata des distances parcourues, sans préjudice des arrangements différents entre les parties intéressées.

6—Les frais de transit en dehors de l'Union mentionnés ci-dessus sont à la charge de l'Administration du pays d'origine. Ils s'appliquent à toutes les correspondances expédiées soit à découvert, soit en dépêches closes. Mais dans le cas de dépêches closes envoyées d'un pays de l'Union à destination d'un pays étranger à celle-ci, ou d'un pays étranger à destination d'un pays de l'Union, un arrangement préalable concernant le mode de paiement des frais de transit devra être conclu entre les Administrations intéressées.

7—Le décompte général des frais de

ARTICLE 17.

1.—The Offices of the Union which have relations with countries outside the Union, admit all the other Offices of the Union, to take advantage of such relations for the exchange of postal articles with the said countries.

2.—The postal articles exchanged in open-mail between a country of the Union and a country foreign to the Union, through the intermediary of another country of the Union, is treated, as regards the conveyance beyond the limits of the Union, in conformity with the Conventions, Arrangements, or special provisions governing the postal relations between the latter country and the country foreign to the Union.

3.—With regard to the expenses of transit within the limits of the Union, articles originating in or addressed to a country foreign to the Union are assimilated to those from or for the country of the Union which maintains relations with the first mentioned country.

4.—With regard to the expenses of transit beyond the limits of the Union, articles addressed to a country foreign to the Union are subjected to the following transit charges, credited to the country of the Union which maintains relations with the country foreign to the Union:

a) for maritime transits beyond the Union, 20 francs per kilogram of letters or post-cards, and one franc per kilogram of other articles;

b) for territorial transits beyond the Union, if any, the charges per kilogram announced by the country of the Union which maintains relations with the country foreign to the Union serving as intermediary.

5.—In the case of maritime conveyance effected by two or more Administrations, the charges for the entire maritime transit within and beyond the Union, may not exceed 20 francs per kilogram of letters or post-cards and 1 franc per kilogram of other articles; if the case demands it, these charges are shared between these Administrations *pro rata* for the distances traversed, without prejudice to other arrangements between the parties interested.

6.—The above-mentioned expenses of transit beyond the Union are payable by the Administration of the country of origin. They apply to all articles dispatched whether in open-mail or in closed mails. But in the case of closed mails dispatched from a country of the Union to a country foreign thereto, or from a country foreign to the Union to a country of the Union, a previous arrangement concerning the mode of payment of the transit expenses should be concluded between the Administrations interested.

7.—The general settlement of the tran-

des correspondances échan-
› un pays de l'Union et un pays
par l'intermédiaire d'un autre
Union, a lieu sur la base de rele-
›nt établis en même temps que
s dressés, en vertu de l'article 4
', pour la fixation des frais de
ins l'Union.

taxes à percevoir dans un pays
ı sur les correspondances à des-
›n provenant d'un pays étranger
ı et empruntant l'intermédiaire
e pays de l'Union, ne pourront
re inférieures au tarif normal
n. Ces taxes restent acquises
au pays qui les perçoit.

ARTICLE 18.

ıtes parties contractantes s'en-
prendre, ou à proposer à leurs
:es respectives, les mesures né-
pour punir l'emploi frauduleux,
ffranchissement de correspon-
le timbres-poste contrefaits ou
à servi. • Elles s'engagent égale-
›rendre, ou à proposer à leurs
:es respectives, les mesures né-
pour interdire et réprimer les
ıs frauduleuses de fabrication,
lportage ou distribution de vi-
: timbres en usage dans le service
s, contrefaits ou imités de telle
ıu'ils pourraient être confondus
vignettes et timbres émis par
ıtration d'un des pays adhérents.

ARTICLE 19.

:ice des lettres et boîtes avec
léclarées, et ceux des mandats
des colis postaux, des valeurs à
', des livrets d'identité, des
ents aux journaux, etc., font
arrangements particuliers entre
s pays ou groupes de pays de

ARTICLE 20.

Administrations postales des
ıys qui composent l'Union sont
ıtes pour arrêter d'un commun
ans un Règlement d'exécution,
ı mesures d'ordre et de détail qui
es nécessaires.
différentes Administrations peu-
outre, prendre entre elles les
ıents nécessaires au sujet des
ı qui ne concernent pas l'ensem-
Union, pourvu que ces arrange-
dérogent pas à la présente Con-

ıt toutefois permis aux Adminis-
ntéressées de s'entendre mutu-
pour l'adoption de taxes réduites
'ayon de 30 kilomètres.

sit expenses for articles exchanged between a country of the Union and a country foreign to it, through the intermediary of another country of the Union, takes place on the basis of statements which are prepared at the same time as the statements prepared by virtue of Article 4 preceding, for determining the expenses of transit within the Union.

8.—The rates to be levied in a country of the Union on articles addressed to or originating in a country foreign to the Union and using the intermediary of another country of the Union, can never be lower than the normal Union rates. These rates belong entirely to the country which levies them.

ARTICLE 18.

The high contracting parties engage to adopt, or to propose to their respective legislatures, the necessary measures for punishing the fraudulent use, for the prepayment of postal articles, of counterfeit postage-stamps, or postage-stamps which have already been used. They likewise engage to adopt, or to propose to their respective legislatures, the necessary measures for prohibiting and suppressing the fraudulent manufacture, sale, offering for sale, or distribution of embossed and adhesive stamps in use in the postal service, counterfeited or imitated in such a manner as to be mistakable for the embossed and adhesive stamps issued by the Administration of any one of the contracting countries.

ARTICLE 19.

The services concerning letters and boxes with declared value, and those of money-orders, postal parcels, collection of bills and drafts, books of identity, subscriptions to newspapers, &c., form the subject of special arrangements between the different countries or groups of countries of the Union.

ARTICLE 20.

1.—The Postal Administrations of the various countries composing the Union are competent to establish by mutual agreement, in Regulations of execution, all the measures of order and detail which are judged necessary.

2.—The several Administrations may, moreover, make among themselves the necessary arrangements on the subject of questions which do not concern the Union generally, provided that those arrangements are not contrary to the present Convention.

3.—The Administrations interested are, however, permitted to conclude mutual agreements for the adoption of lower rates of postage within a radius of 30 kilometers.

ARTICLE 21.

1—La présente Convention ne porte point altération à la législation de chaque pays dans tout ce qui n'est pas prévu par les stipulations contenues dans cette Convention.

2—Elle ne restreint pas le droit des parties contractantes de maintenir et de conclure des traités, ainsi que de maintenir et d'établir des unions plus restreintes, en vue de l'amélioration des relations postales.

ARTICLE 21.

1.—The present Convention involves no alteration in the legislation of any country as regards anything which is not provided for by the stipulations contained in this Convention.

2.—It does not restrict the right of the contracting parties to maintain and to conclude treaties, as well as to maintain and establish more restricted Unions, with the view to the improvement of postal relations.

ARTICLE 22.

1—Est maintenue l'institution, sous le nom de Bureau international de l'Union postale universelle, d'un Office central qui fonctionne sous la haute surveillance de l'Administration des postes suisses et dont les frais sont supportés par toutes les Administrations de l'Union.

2—Ce Bureau demeure chargé de réunir, de coordonner, de publier et de distribuer les renseignements de toute nature qui intéressent le service international des postes; d'émettre, à la demande des parties en cause, un avis sur les questions litigieuses; d'instruire les demandes en modification des actes du Congrès; de notifier les changements adoptés, et, en général, de procéder aux études et aux travaux dont il serait saisi dans l'intérêt de l'Union postale.

ARTICLE 22.

1.—There is maintained, under the name of the *International Bureau of the Universal Postal Union*, a central office, which is conducted under the superintendence of the Swiss Postal Administration, and the expenses of which are borne by all the Administrations of the Union.

2.—This Bureau continues to be charged with the duty of collecting, collating, publishing and distributing information of every kind which concerns the international postal service; of giving, at the request of the parties concerned, an opinion upon questions in dispute; of making known propositions for modifying the acts of the Congress; of giving notice of the changes adopted, and, in general, of undertaking such researches and labors as may be entrusted to it in the interest of the Postal Union.

ARTICLE 23.

1—En cas de dissentiment entre deux ou plusieurs membres de l'Union, relativement à l'interprétation de la présente Convention ou à la responsabilité d'une Administration en cas de perte d'un envoi recommandé, la question en litige est réglée par jugement arbitral. A cet effet, chacune des Administrations en cause choisit un autre membre de l'Union qui n'est pas directement intéressé dans l'affaire.

2—La décision des arbitres est donnée à la majorité absolue des voix.

3—En cas de partage des voix, les arbitres choisissent, pour trancher le différend, une autre Administration également désintéressée dans le litige.

4—Les dispositions du présent article s'appliquent également à tous les Arrangements conclus en vertu de l'article 19 précédent.

ARTICLE 23.

1.—In case of disagreement between two or more members of the Union, as to the interpretation of the present Convention or as to the responsibility of an Administration in case of the loss of a registered article, the question in dispute is decided by arbitration. To that end, each of the Administrations concerned chooses another member of the Union not directly interested in the matter.

2.—The decision of the arbitrators is given by an absolute majority of the votes.

3.—In case the votes are equally divided, the arbitrators choose, in order to settle the difference, another Administration equally disinterested in the disputed question.

4.—The provisions of the present Article apply equally to all the Agreements concluded by virtue of Article 19, preceding.

ARTICLE 24.

1—Les pays qui n'ont point pris part à la présente Convention sont admis à y adhérer sur leur demande.

2—Cette adhésion est notifiée, par la voie diplomatique, au Gouvernement de

ARTICLE 24.

1.—Countries which have not taken part in the present Convention are admitted to adhere thereto upon their demand.

2.—Notice is given of this adhesion,

ation suisse et, par ce Gou- à tous les pays de l'Union. ,

nporte, de plein droit, acces- s les clauses et admission à antages stipulés par la pré- ntion.
artient au Gouvernement de ation suisse de déterminer, m accord avec le Gouverne- ys intéressé, la part contribu- dministration de ce dernier les frais du Bureau interna- il y a lieu, les taxes à per- cette Administration en con- 'article 10 précédent.

ARTICLE 25.

ongrès de plénipotentiaires ıtractants ou de simples Con- ministratives, selon l'impor- uestions à résoudre, sont ré- e la demande en est faite ou ar les deux tiers, au moins, ements ou Administrations, as.
ois, un Congrès doit avoir lieu us les cinq ans.
e pays peut se faire repré- par un ou plusieurs délégués, délégation d'un autre pays. entendu que le délégué ou les n pays ne peuvent être chargés présentation de deux pays, y ui qu'ils représentent.

es délibérations, chaque pays ne seule voix.
e Congrès fixe le lieu de la prochain Congrès.
es Conférences, les Adminis- ent les lieux de réunion sur la du Bureau international.

ARTICLE 26.

'intervalle qui s'écoule entre s, toute Administration des ı pays de l'Union a le droit aux autres Administrations es, par l'intermédiaire du Bu- ational, des propositions con- égime de l'Union.

proposition est soumise au vant:
de cinq mois est laissé aux tions de l'Union pour examiner ions et pour faire parvenir au ternational, le cas échéant, rations, amendements ou con- tions. Les réponses sont ré- les soins du Bureau interna- mmuniquées aux Administra- l'invitation de se prononcer ntre. Celles qui n'ont point

through the diplomatic channel, to the Government of the Swiss Confederation, and by that Government to all the countries of the Union.

3.—It implies, as a right, accession to all the clauses and admission to all the advantages stipulated by the present Convention.

4.—It devolves upon the Government of the Swiss Confederation to determine, by mutual agreement with the Government of the country interested, the share to be contributed by the Administration of this latter country toward the expenses of the International Bureau, and, if necessary, the rates to be levied by that Administration in conformity with Article 10, preceding.

ARTICLE 25.

1.—Congresses of plenipotentiaries of the contracting countries, or simple administrative conferences, according to the importance of the questions to be solved, are held when a demand for them is made or approved by two-thirds, at least, of the Governments or Administrations, as the case may be.

2.—Nevertheless, a Congress must be held at least once every five years.

3.—Each country may be represented either by one or several delegates, or by the delegation of another country. But it is understood that the delegate or delegates of one country can be charged with the representation of two countries only, including the country which they represent.

4.—In the deliberations each country has one vote only.

5.—Each Congress fixes the place of meeting for the following Congress.

6.—For Conferences, the Administrations fix the places of meeting upon the proposal of the International Bureau.

ARTICLE 26.

1.—In the interval which elapses between the meetings, any Postal Administration of a country of the Union has the right to address to the other Administrations belonging to it, through the intermediary of the International Bureau, propositions concerning the regimen of the Union.

2.—Every proposition is subject to the following procedure:

A period of five months is allowed to the Administrations of the Union to examine the propositions, and to transmit to the International Bureau, if necessary, their observations, amendments, or counter-propositions which they may desire to submit. The replies are tabulated by the International Bureau and communicated to the Administrations with the invitation to pronounce either for or

fait parvenir leur vote dans une délai de six mois, à compter de la date de la seconde circulaire du Bureau international leur notifiant les observations apportées, sont considérées comme s'abstenant.

3—Pour devenir exécutoires, les propositions doivent réunir, savoir:

1° l'unanimité des suffrages, s'il s'agit de l'addition de nouveaux articles ou de la modification des dispositions du présent article et des articles 2, 3, 4, 5, 6, 7, 8, 9, 12, 13, 15 et 18;

2° les deux tiers des suffrages, s'il s'agit de la modification des dispositions de la Convention autres que celles des articles 2, 3, 4, 5, 6, 7, 8, 9, 12, 13, 15, 18 et 26;

3° la simple majorité absolue, s'il s'agit de l'interprétation des dispositions de la Convention, hors le cas de litige prévu à l'article 23 précédent.

4—Les résolutions valables sont consacrées, dans les deux premiers cas par une déclaration diplomatique, que le Gouvernement de la Confédération suisse est chargé d'établir et de transmettre à tous les Gouvernements des pays contractants, et dans le troisième cas, par une simple notification du Bureau international à toutes les Administrations de l'Union.

5—Toute modification ou résolution adoptée n'est exécutoire que deux mois, au moins, après sa notification.

ARTICLE 27.

Sont considérés comme formant, pour l'application des articles 22, 25 et 26 précédents, un seul pays ou une seule Administration, suivant le cas:

1° L'Empire de l'Inde britannique;

2° Le Dominion du Canada;

3° L'ensemble des colonies britanniques de l'Australasie;

4° L'ensemble des colonies danoises;

5° L'ensemble des colonies espagnoles;

6° L'ensemble des colonies françaises;

7° L'ensemble des colonies néerlandaises;

8° L'ensemble des colonies portugaises.

ARTICLE 28.

La présente Convention sera mise à exécution le 1er juillet 1892 et demeurera en vigueur pendant un temps indéterminé; mais chaque partie contractante a le droit de se retirer de l'Union, moyennant un avertissement donné une année à l'avance par son Gouvernement au Gouvernement de la Confédération suisse.

ARTICLE 29.

1—Sont abrogées, à partir du jour de la mise à exécution de la présente Con-

against the proposition. Those Administrations which have not transmitted their vote within a period of six months, counting from the date of the second circular of the International Bureau notifying them of the observations made, are considered as abstaining from voting.

3.—In order to become binding the propositions must obtain, as follows:

1st. Unanimity of votes, if they involve the addition of new Articles or a modification of the stipulations of the present Article and of Articles 2, 3, 4, 5, 6, 7, 8, 9, 12, 13, 15 and 18;

2nd. Two-thirds of the votes, if they involve a modification of stipulations of the Convention other than those of Articles 2, 3, 4, 5, 6, 7, 8, 9, 12, 13, 15, 18, and 26;

3d. Simply an absolute majority, if they affect the interpretation of the stipulations of the Convention, except in the case of dispute contemplated in Article 23 preceding.

4.—The binding decisions are sanctioned, in the first two cases, by a diplomatic declaration, which the Government of the Swiss Confederation is charged to prepare and transmit to all the Governments of the contracting countries, and, in the third case, by a simple notification from the International Bureau to all the Administrations of the Union.

5.—No modification or resolution adopted is binding until at least two months after its notification.

ARTICLE 27.

The following are considered as forming, for the application of Articles 22, 25 and 26 preceding, a single country, or a single Administration, as the case may be:

1st. The Empire of British India;

2nd. The Dominion of Canada;

3d. The whole of the British Colonies of Australasia;

4th. The whole of the Danish Colonies;

5th. The whole of the Spanish Colonies;

6th. The whole of the French Colonies;

7th. The whole of the Netherlands Colonies;

8th. The whole of the Portuguese Colonies.

ARTICLE 28.

The present Convention shall be put into execution on the 1st of July, 1892, and shall remain in force during an indefinite period; but each contracting party has the right to withdraw from the Union, by means of a notice given one year in advance by its Government to the Government of the Swiss Confederation.

ARTICLE 29.

1.—From the date on which the present Convention takes effect, all the stip-

ı, toutes les dispositions des , Conventions, Arrangements ou Actes conclus antérieurement en- divers pays ou Administrations, ıtant que ces dispositions ne so- pas conciliables avec les termes ırésente Convention, et sans pré- des droits réservés par l'article 21 18.

ı présente Convention sera ratifiée t que faire se pourra. Les actes ication seront échangés à Vienne.

ı foi de quoi, les plénipotentiaires s ci dessus énumérés ont signé la e Convention à Vienne, le quatre mil huit cent quatre-vingt-onze.

ulations of the Treaties, Conventions, Arrangements, or other Acts previously concluded between the various countries or Administrations, in so far as those stipulations are not in accordance with the terms of the present Convention, are abrogated, without prejudice to the rights reserved by Article 21 preceding.

2.—The present Convention shall be ratified as soon as possible. The acts of ratification shall be exchanged at Vienna.

3.—In faith of which, the plenipotentiaries of the above named countries have signed the present Convention at Vienna on the fourth of July, one thousand eight hundred and ninety-one.

ıllemagne et les Protectorats Allemands	Dr. v. Stephan. Sachse. Fritsch.
s États-Unis d'Amérique	N. M. Brooks. William Potter.
ı République Argentine	Cárlos Calvo.
Autriche	Obentraut. Dr. Hofmann. Dr. Lilienau. Habberger.
ı Hongrie	P. Heim. S. Schrimpf.
ı Belgique	Lichtervelde.
ı Bolivie	
ı Brésil	Luiz Betim Paes Leme.
ı Bulgarie	P. M. Mattheef.
ı Chili	
ı République de Colombie	G. Michelsen.
État Indépendant du Congo	Stassin. Lichtervelde. Garant. De Craene.
ı République de Costa Rica	
ı Danemark et les Colonies Danoises	Lund.
ı République Dominicaine	
Égypte	Y. Saba.
Équateur	
Espagne et les Colonies Espagnoles	Federico Bas.
ı France	Montmarin. I. de Selves. Ansault.
ıs Colonies Françaises	G. Gabrié.
ı Grande-Bretagne et diverses Colonies	S. A. Blackwood.
ınniques	H. Buxton Forman.
ıs Colonies Britanniques d'Australasie	
ı Canada	
Inde Britannique	H. M. Kisch.
ı Grèce	I. Georgantas.
ı Guatemala	Dr. Gotthelf Meyer.
ı République d'Haïti	
ı Royaume d'Hawaï	Eugène Borel.
ı République du Honduras	
'Italie	Emidio Chiaradia. Felice Salivetto.
ı Japon	Indo. Fujita.
ı République de Libéria	Bn. de Stein. M. Koentzer. C. Goedelt.
ı Luxembourg	Mongenast.
ı Mexique	L. Breton y Vedra.

Pour le Monténégro	OBENTRAUT. Dr. HOFMANN. Dr. LILIENAU. HABBERGER.
Pour le Nicaragua	
Pour la Norvège	THL. HEYERDAHL.
Pour le Paraguay	
Pour les Pays-Bas	HOFSTEDE. Baron VAN DER FELTZ.
Pour les Colonies Néerlandaises	JOHS. J. PERK.
Pour le Pérou	D. C. URREA.
Pour la Perse	Génl. N. SEMINO.
Pour le Portugal et les Colonies Portugaises	GUELHERMINO AUGUSTO DE BARROS.
Pour la Roumanie	Colonel A. GORJEAN. S. DIMITRESCU.
Pour la Russie	Général DE BESAK. A. SKALKOVSKY.
Pour le Salvador	LOUIS KEHLMANN.
Pour la Serbie	SVETOZAR I. GVOZDITCH. ET. V. POPOVITCH.
Pour le Royaume de Siam	LUANG SURIYA NUVATR. H. KEUCHENIUS.
Pour la République Sud-Africaine	
Pour la Suède	E. VON KRUSENSTJERNA.
Pour la Suisse	ED. HÖHN. C. DELESSERT.
Pour la Régence de Tunis	MONTMARIN.
Pour la Turquie	E. PETACCI. A. FAHRI.
Pour l'Uruguay	FEDERICO SUSVIELA GUARCH. JOSÉ G. BUSTO.
Pour les États-Unis de Vénézuéla	CÁRLOS MATZENAUER.

Le Ministère I. et R. des Affaires étrangères certifie que la présente copie est conforme à l'original déposé dans ses archives.

Vienne, le 7 juillet 1891.

Le Directeur de la chancellerie du Ministère I. et R. des Affaires étrangères.

(Signé:) MITTAG.

The Imperial and Royal Ministry of Foreign Affairs certifies that the present copy is in conformity with the original deposited in its archives.

Vienna, July 7th 1891.

The Director of the Chancellor's Office of the Imperial and Royal Ministry of Foreign Affairs.

(Signed) MITTAG.

Having examined and considered the provisions of the aforegoing Convention signed in Vienna on the 4th day of July, A. D. 1891, revising the Convention constituting the Universal Postal Union which was concluded in Paris on the 1st day of June, 1878, and also the "Additional Act" relative thereto concluded in Lisbon on the 21st day of March, 1885; the same is by me, by virtue of the powers vested by law in the Postmaster-General, hereby ratified and approved by and with the advice and consent of the President of the United States.

In witness whereof, I have caused the seal of the Post-Office Department of the United States to be hereto affixed, with my signature, this 24th day of May, 1892.

[SEAL.] JOHN WANAMAKER,
Postmaster-General.

I hereby approve the above-mentioned Convention, and in testimony thereof, have caused the seal of the United States to be hereto affixed.

[SEAL.] BENJ. HARRISON.

By the President:
WILLIAM F. WHARTON,
Acting Secretary of State.

Washington, May 24th, 1892.

'nion postale universelle.

PROTOCOLE FINAL.

ient de procéder à la signature
entions arrêtées par le Congrès
iversel de Vienne, les plénipo-
soussignés sont convenus de
t·

I.

gation à la disposition de l'ar-
la Convention, qui fixe à 25 cen-
maximum le droit de recom-
a. il est convenu que les États
rope sont autorisés à maintenir
um à 50 centimes, y compris la
e d'un bulletin de dépôt à l'ex-

II.

gation aux dispositions de l'ar-
la Convention, il est convenu
nesure de transition, les Admi-
is des pays hors d'Europe dont
tion est actuellement contraire
e de la responsabilité, conser-
culté d'ajourner l'application de
e jusqu'au jour où elles auront
r du pouvoir législatif l'autori-
l'introduire. Jusqu'à ce mo-
autres Administrations de
sont pas astreintes à payer une
pour la perte, dans leurs ser-
ectifs, d'envois recommandés à
n ou provenant desdits pays.

III.

ivie, le Chili, Costa-Rica, la
ie Domicaine, l'Equateur, Haïti,
et Nicaragua, qui font partie
u postale, ne s'étant pas fait
r au Congrès, le protocole leur
rt pour adhérer aux Conven-
y ont été conclues ou seulement
à l'autre d'entre elles.

ocole reste également ouvert en
es Colonies britanniques de
sie, dont les délégués au Con-
éclaré l'intention de ces pays
an. l'Union postale universelle
u 1er octobre 1891.
ire aussi ouvert à la Républiqué
aine, dont le délégué au Con-
anifesté l'intention de ce pays
à l'Union postale universelle,
rvant de fixer ultérieurement la
n entrée dans cette Union.

lans le but de faciliter aux au-
qui sont encore en dehors de
ostale universelle leur entrée
-ci, le protocole leur reste égale-
art.

Universal postal union.

FINAL PROTOCOL.

At the moment of proceeding to sign th Conventions concluded by the U iverse Postu Congress of Vienna, the undersigned plenipotentiaries have agreed as follows:

I.

In modification of the stipulation of Article 6 of the Convention, which fixes the maximum registration-fee at 25 centimes, it is agreed that the States outside of Europe are authorized to maintain this maximum at 50 centimes, including a receipt given to the sender.

II.

In modification of the stipulations of Article 8 of the Convention, it is agreed that, as a temporary measure, the Administrations of the countries outside of Europe, whose legislation is at present opposed to the principle of responsibility, retain the option of postponing the application of that principle until they shall have been able to obtain from the legislative power the authority to introduce it. Up to that time, the other Administrations of the Union are not bound to pay an indemnity for the loss, in their respective services, of registered articles addressed to or originating in the said countries.

III.

Bolivia, Chili, Costa Rica, the Dominican Republic, Ecuador, Haiti, Honduras, and Nicaragua, which from part of the Postal Union, not having been represented at the Congress, the protocol remains open for their adhesion to the Conventions which have been concluded at the Congress, or only to one or the other of these Conventions.

The protocol also remains open to the British Colonies of Australasia, whose delegates at the Congress have declared the intention of those countries to enter the Universal Postal Union on the 1st of October 1891.

It also remains open to the South African Republic, whose delegate to the Congress has declared the intention of that country to adhere to the Universal Postal Union, reserving the right to hereafter fix the date of its entry into the Union.

Finally, with the view of facilitating the entry into the Universal Postal Union of other countries which are still outside the Union, the protocol remains equally open for them.

IV.

Le protocole demeure ouvert en faveur des pays dont les représentants n'ont signé aujourd'hui que la Convention principale, ou un certain nombre seulement des Conventions arrêtées par le Congrès, à l'effet de leur permettre d'adhérer aux autres Conventions signées ce jour, ou à l'une ou l'autre d'entre elles.

V.

Les adhésions prévues à l'article III ci-dessus devront être notifiées au Gouvernement Impérial et Royal de l'Autriche-Hongrie, par les Gouvernements respectifs, en la forme diplomatique. Le délai qui leur est accordé pour cette notification expirera le 1er juin 1892.

VI.

Dans le cas où une ou plusieurs des parties contractantes aux Conventions postales signées aujourd'hui à Vienne, ne ratifieraient pas l'une ou l'autre de ces Conventions, cette Convention n'en sera pas moins valable pour les Etats qui l'auront ratifiée.

En foi de quoi, les plénipotentiaires ci-dessous ont dressé le présent protocole final, qui aura la même force et la même valeur que si ses dispositions étaient insérées dans le texte même des Conventions auxquelles il se rapporte, et ils l'ont signé en un exemplaire qui restera déposé aux Archives du Gouvernement autrichien et dont une copie sera remise à chaque partie.

Fait à Vienne le quatre juillet mil huit cent quatre-vingt-onze.

IV.

The protocol remains open t countries whose representative signed this day the principal Con only or only a certain number Conventions concluded by the C for the purpose of allowing them here to the other Conventions sig day, or to one or the other of the

V.

The adhesions contemplated by III preceding, must be notified Imperial and Royal Government tria-Hungary, by the respective ments, in diplomatic form. Th accorded to them for that noti will expire on the 1st of June 18

VI.

In case one or more of the cont parties to the Postal Convention this day at Vienna, shall not rat or the other of those Convention Convention shall be none the le for the States which shall have it.

In faith of which, the unde plenipotentiaries have drawn present final protocol, which sha the same force and value as if its sions were inserted in the text i the Conventions to which it relat they have signed it on a singl which shall remain in the Arch the Austrian Government, and a which shall be delivered to each

Done at Vienna the fourth of J thousand eight hundred and nine

Pour l'Allemagne et les Protectorats Allemands	Dr. V. STEPHAN. SACHSE. FRITSCH.
Pour les États-Unis d'Amérique	N M. BROOKS. WILLIAM POTTER.
Pour la République Argentine	CÁRLOS CALVO.
Pour l'Autriche	OBENTRAUT. Dr. HOFMANN. Dr. LILIENAU. HABBERGER.
Pour la Hongrie	P. HEIM. S. SCHRIMPF.
Pour la Belgique	LICHTERVELDE.
Pour la Bolivie	
Pour le Brésil	LUIZ BETIM PAES LEME.
Pour la Bulgarie	P. M. MATTHEEFF.
Pour le Chili	
Pour la République de Colombie	G. MICHELSEN.
Pour l'État indépendant du Congo	STASSIN. LICHTERVELDE. GARANT. DE CRAENE.
Pour la République de Costa Rica	
Pour le Danemark et les Colonies Danoises	LUND.
Pour la République Dominicaine	
Pour l'Égypte	Y. SABA.
Pour l'Équateur	

ɣne et les Colonies Espagnoles	FEDERICO BAS.
ıce	MONTMARIN. I. DE SELVES. ANSAULT.
onies Françaises	G. GABRIÉ.
nde-Bretagne et diverses Colonies	S. A. BLACKWOOD.
ues	H. BUXTON FORMAN.
lonies Britanniques d'Australasie	
ıda	
Britannique	H. M. KISCH.
:e	I. GEORGANTAS.
temala	Dr. GOTTHELF MEYER.
ublique d'Haïti	
ıume d'Hawaï	EUGÈNE BOREL.
ublique du Honduras	
	EMIDIO CHIARADIA. FELICE SALIVETTO.
ɔn	INDO. FUJITA.
ublique de Libéria	BD. DE STEIN. W. KOENTZER. C. GOEDELT.
embourg	MONGENAST.
ique	L. BRETON Y VEDRA.
ténégro	OBENTRAUT. Dr. HOFMANN. Dr. LILIENAU. HABBERGER.
ragua	
ège	THL. HEYERDAHL.
guay	
s-Bas	HOFSTEDE. Baron VAN DER FELTZ.
onies Néerlandaises	JOHS. J. PERK.
ou	D. C. URREA.
e	Genl. N. SEMINO.
ugal et les Colonies Portugaises	GUELHERMINO AUGUSTO DE BARROS.
manie	Colonel A. GORJEAN. S. DIMITRESCU.
sie	Général DE BESAK. A. SKALKOVSKY.
ador	LOUIS KEHLMANN.
ie	SVETOZAR I. GVOZDITCH. ET. W. POPOVITCH.
ume de Siam	LUANG SURIJA NUVATR. H. KEUCHENIUS.
ublique Sud-Africaine	
le	E. VON KRUSENSTJERNA.
se	ED. HÖHN. C. DELESSERT.
ence de Tunis	MONTMARIN.
nie	E. PETACCI. A. FAHRI.
uay	FEDERICO SUSVIELA GUARCH. JOSÉ G. BUSTO.
ts-Unis de Vénézuela	CÁRLOS MATZENAUER.

tère I. et R. des Affaires
ertifie que la présente copie
à l'original déposé dans ses

7 juillet 1891.
teur de la Chancellerie du
et R. des Affaires étrangères.
MITTAG.

The Imperial and Royal Ministry of Foreign Affairs certifies that the present copy is in conformity with the original deposited in its archives.

Vienna, July 7th, 1891.

The Director of the Chancellor's Office of the Imperial and Royal Ministry of Foreign Affairs.

(Signed:) MITTAG.

amined and considered the provisions of the aforegoing final protocol
enna on the 4th of July A. D. 1891, relative to the Universal Postal Con-
Vienna, signed the same day; the same is by me, by virtue of the powers

vested by law in the Postmaster-General, hereby ratified and approved by the advice of the President of the United States.

In witness whereof, I have caused the seal of the Post Office Departm United States to be hereto affixed, with my signature, this 24th day of M 1892.

[SEAL.] JOHN WANAMAI
Postmaster-

I hereby approve the above-mentioned final protocol, and in testimor have caused the seal of the United States to be hereto affixed.

[SEAL.] BENJ. HA

By the President:

WILLIAM F. WHARTON,
Acting Secretary of State.

WASHINGTON, May 24th, 1892.

REGULATIONS OF DETAIL AND ORDER.

Règlement de Détail et d'Ordre pour l'Exécution de la Convention conclue entre l'Allemagne et les Protectorats Allemands, les États-Unis d'Amérique, la République Argentine, l'Autriche-Hongrie, la Belgique, la Bolivie, le Brésil, la Bulgarie, le Chili, la République de Colombie, l'État Indépendant du Congo, la République de Costa-Rica, le Danemark et les Colonies Danoises, la République Dominicaine, l'Égypte, l'Équateur, l'Espagne et les Colonies Espagnoles, la France et les Colonies Françaises, la Grande-Bretagne et Diverses Colonies Britanniques, les Colonies Britanniques d'Australasie, le Canada, l'Inde Britannique, la Grèce, le Guatemala, la République d'Haïti, le Royaume d'Hawaï, la République du Honduras, l'Italie, le Japon, la République de Libéria, le Luxembourg, le Mexique, le Monténégro, le Nicaragua, la Norvège, le Paraguay, les Pays-Bas et les Colonies Néerlandaises, le Pérou, la Perse, le Portugal et les Colonies Portugaises, la Roumanie, la Russie, le Salvador, la Serbie, le Royaume de Siam, la République Sud-Africaine, la Suède, la Suisse, la Régence de Tunis, la Turquie, l'Uruguay et les États-Unis de Vénézuéla.

Les soussignés, vu l'article 20 de la Convention postale universelle conclue à Vienne le 4 juillet 1891, ont, au nom de leurs Administrations respectives, arrêté d'un commun accord les mesures suivantes, pour assurer l'exécution de ladite Convention.

I.

Direction des Correspondances.

1.—Chaque Administration est obligée d'expédier, par les voies les plus rapides dont elle peut disposer pour ses propres envois, les dépêches closes et les correspondances à découvert qui lui sont livrées par une autre Administration.

Regulations of Detail and Ord Execution of the Convention between Germany and the Ge tectorates, the United States o the Argentine Republic, Au gary, Belgium, Bolivia, Brazil Chili, the Republic of Colom dependent State of Congo, the Costa Rica, Denmark and Colonies, the Dominican Repub Ecuador, Spain and the Spanis France and the French Colo Britain and various British C British Colonies of Australas and British India, Greece, the Republic of Haiti, the Hawaii, the Republic of Hond Japan, the Republic of Liber burg, Mexico, Montenegro, Norway, Paraguay, the Nethe the Netherlands Colonies, Pe Portugal and the Portugues Roumania, Russia, Salvador, Kingdom of Siam, the South public, Sweden, Switzerland, of Tunis, Turkey, Uruguay United States of Venezuela.

The undersigned, in view of of the Universal Postal Conve cluded at Vienna on the 4th of have, in the name of their Administrations, established, agreement, the following meas sure the execution of the sai tion.

I.

Direction of the Correspon

1.—Each Administration is forward, by the most rapid ro disposal for its own mails, mails and the articles in open-r are delivered to it by anothe tration.

s Administrations qui usent de la
e percevoir des taxes supplémen-
ı représentation des frais extra-
es afférents à certaines voies, sont
: ne pas diriger par ces voies, lors-
ste d'autres moyens de commu-
, celles des correspondances in-
nent affranchies pour lesquelles
desdites voies n'a pas été réclamé
ment par les envoyeurs.

2.—The Administrations which avail themselves of the option to levy supplementary charges, as representing the extraordinary expenses pertaining to certain routes, are at liberty not to forward by those routes, when other means of communication exist, any insufficiently prepaid articles for which the employment of the said routes has not been expressly requested by the senders.

II.

'change en Dépêches Closes.

'change des correspondances en
s closes, entre les Administra-
l'Union, est réglé d'un commun
t selon les nécessités du service
Administrations en cause.
l s'agit d'un échange à faire par
ise d'un ou de plusieurs pays
s Administrations de ces pays
en être prévenues en temps op-

est, d'ailleurs, obligatoire, dans
er cas, de former des dépêches
outes les fois que le nombre des
ndances est de nature à entraver
ations d'une Administration. in-
ire, d'après la déclaration de
ministration.
ı cas de changement dans un ser-
change en dépêches closes, établi
ux Administrations par l'entre-
n ou de plusieurs pays tiers, l'Ad-
tion qui a provoqué le change-
ı donne connaissance aux Admi-
ns des pays par l'entremise des-
t échange s'effectue.

II.

Exchange in Closed Mails.

1.—The exchange of articles in closed mails between the Administrations of the Union is regulated by mutual agreement and according to the needs of the service between the Administrations concerned.

2.—If an exchange is to be made through the intermediary of one or more countries, the Administrations of those countries must be informed thereof in due time.

3.—It is, moreover, obligatory, in this latter case, to make up closed mails, whenever the number of articles is such as to impede the operations of an intermediary Administration, according to the statement of that Administration.

4.—In case of alteration in a service of exchange in closed mails established between two Administrations through the intermediary of one or more other countries, the Administration which has caused the alteration gives notice thereof to the Administrations of the countries through whose intermediary the exchange is made.

III.

Services extraordinaires.

rvices extraordinaires de l'Union
lieu à des frais spéciaux dont la
est réservée, par l'article 4 de la
ion, à des arrangements entre les
trations intéressées, sont exclu-
t:
ux qui sont entretenus pour le
rt territorial accéléré de la Malle
Indes;
ui que l'Administration des postes
s-Unis d'Amérique entretient sur
itoire pour le transport de dé-
loses entre l'océan Atlantique et
Pacifique;
ui qui est établi pour le transport
èches par chemin de fer entre
Panama.

III.

Extraordinary Services.

The extraordinary services of the Union giving rise to special charges, the fixing of which is reserved, by Article 4 of the Convention, for arrangements between the Administrations interested, are exclusively:

1st. Those which are maintained for the accelerated territorial conveyance of the mail called Indian;

2nd. That which the Postal Administration of the United States of America maintains upon its territory for the conveyance of closed mails between the Atlantic Ocean and the Pacific Ocean;

3d. That which is established for the conveyance of mails by railroad between Colon and Panama.

IV.

Fixation des Taxes.

1.—En exécution de l'article 10 de la Convention, les Administrations des pays de l'Union qui n'ont pas le franc pour unité monétaire perçoivent leurs taxes d'après les équivalents ci-dessous:

Pays de l'Union.	25 centimes.	10 centimes.	5 centimes.
Allemagne	20 pfennig	10 pfennig	5 pfennig.
Protectorats allemands: Territoire de Cameroun, Compagnie de la Nouvelle-Guinée, Territoire de Togo, Territoire de l'Afrique du Sud-Ouest, Territoire de l'Afrique orientale, Territoires des Îles Marshall	20 pfennig	10 pfennig	5 pfennig.
Argentine (République)	8 centavos	4 centavos	2 centavos.
Autriche-Hongrie	10 kreuzer	5 kreuzer	3 kreuzer.
Bolivie	5 centavos	2 centavos	1 centavo.
Brésil	100 reis	50 reis	25 reis.
Canada	5 cents	2 cents	1 cent.
Chili	5 centavos	2 centavos	1 centavo.
Colombie	5 centavos	2 centavos	1 centavo.
Costa-Rica	5 centavos	2 centavos	1 centavo.
Danemark	20 öre	10 öre	5 öre.
Colonies danoises:			
Groënland	20 öre	10 öre	5 öre.
Antilles danoises	5 cents	2 cents	1 cent.
Dominicaine (République)	5 centavos	2 centavos	1 centavo.
Égypte	1 piastre	5 millièmes de livre	2 millièmes de livre
Équateur	5 centavos	2 centavos	1 centavo.
Colonies espagnoles:			
Cuba, Porto-Rico, Îles Philippines et dépendances, et établissements du golfe de Guinée	5 centavos	2 centavos	1 centavo.
États-Unis d'Amérique	5 cents	2 cents	1 cent.
Grande-Bretagne	2½ pence	1 penny	½ penny.
Colonies britanniques:			
Antigoa, Bahamas (îles), Barbade, Bermudes, Côte-d'Or, Dominique, Falkland (îles), Gambie, Grenade, Jamaïque, Lagos, Malte, Montserrat, Nevis, St-Christophe, Ste-Lucie, St-Vincent, Sierra-Léone, Tabago, Trinité, Turques (îles) et Vierges (îles)	2½ pence	1 penny	½ penny.
Guyane anglaise, Hong-Kong, Labuan, Straits-Settlements et Terre-Neuve	5 cents	2 cents	1 cent.
Bornéo du Nord britannique	6 cents de dollar	3 cents de dollar	1 cent de dollar.
Honduras	6 cents	3 cents	1 cent.
Maurice (île) et dépendances	10 cent. de roupie	4 cent. de roupie	2 cent. de roupie.
Chypre	2 piastres ou 80 paras.	1 piastre ou 40 paras.	½ piastre ou 20 paras.
Ceylan	14 cent. de roupie	5 cent. de roupie	2½ cent. de roupie.
Australasie	2½ pence	1 penny	½ penny.
Guatemala	5 centavos	2 centavos	1 centavo.
Haïti	5 centavos de piastre.	2 centavos de piastre.	1 centavo de piastre.
Hawaï	5 cents	2 cents	1 cent.
Honduras (République du)	5 centavos	2 centavos	1 centavo.
Inde britannique	2 annas	¾ anna	½ anna.
Japon	5 sen	2 sen	1 sen.
Libéria	5 cents	2 cents	1 cent.
Mexique	5 centavos	2 centavos	1 centavo.
Monténégro	10 soldi	5 soldi	3 soldi.
Nicaragua	5 centavos	2 centavos	1 centavo.
Norvège	20 öre	10 öre	5 öre.
Paraguay	5 centavos de peso.	2 centavos de peso.	1 centavo de peso.
Pays-Bas et colonies néerlandaises	12½ cents	5 cents	2½ cents.
Pérou	5 centavos	2 centavos	1 centavo
Perse	7 shahis	3 shahis	1 shahi.
Portugal et colonies portugaises, sauf l'Inde portugaise	50 reis	20 reis	10 reis.
Inde portugaise	2 tangas	10 reis	5 reis.
Russie	10 kopeks	4 kopeks	2 kopeks.
Salvador	5 centavos de peso.	2 centavos de peso.	1 centavo de peso.
Siam	7½ atts	3 atts	1½ atts.
Suède	20 öre	10 öre	5 öre.
Turquie	40 paras	20 paras	10 paras.
Uruguay	5 centavos de piastre.	2 centavos de piastre.	1 centavo de piastre.

IV.

Fixing the Rates of Postage.

xecution of Article 10 of the Convention, the Administrations of the
f the Union which have not the franc for their monetary unit, levy their
stage according to the following equivalents:

ntries of the Union.	25 centimes.	10 centimes.	5 centimes.
.....	20 pfennig	10 pfennig	5 pfennig.
ectorates:			
' of Cameroon, New Guinea			
ay, Territory of Togo, Ter-			
f Southwest Africa, Terri-			
' East Africa, Territory of			
rshall Islands.....	20 pfennig	10 pfennig	5 pfennig.
epublic.....	8 centavos	4 centavos	2 centavos.
gary	10 kreuzer	5 kreuzer	3 krenzer.
.....	5 centavos	2 centavos	1 centavo.
.....	100 reis	50 reis	25 reis.
.....	5 cents.....	2 cents.....	1 cent.
.....	5 centavos	2 centavos	1 centavo,
.....	5 centavos	2 centavos	1 centavo.
.....	5 centavos	2 centavos	1 centavo.
.....	20 öre.....	10 öre.....	5 öre.
ies:			
d	20 öre.....	10 öre.....	5 öre.
West Indies.....	5 cents.....	2 cents.....	1 cent.
epublic	5 centavos	2 centavos	1 centavo.
.....	1 piastre.....	5 millièmes of a livre.	2 millièmes of a livre.
.....	5 centavos	2 centavos	1 centavo.
nies:			
rto Rico, Philippine Islands			
pendencies, and establish-			
n the Gulf of Guinea.....	5 centavos	2 centavos	1 centavo.
s of America	5 cents.....	2 cents.....	1 cent.
.....	2½ pence	1 penny.....	½ penny.
ies:			
Bahamas, Barbados, Ber-			
Gold Coast, Dominica,			
d Islands, Gambia, Grenada,			
a, Lagos, Malta, Montserrat,			
St. Christopher, St. Lucia,			
ent, Sierra, Leone, Tobago,			
d, Turk's Island, Virgin Is-			
.....	2½ pence	1 penny.....	½ penny.
uiana, Hong Kong, Labuan,			
Settlements, Newfoundland .	5 cents.....	2 cents.....	1 cent.
orth Borneo	6 cents of a dollar.	3 cents of a dollar.	1 cent of a dollar.
onduras	6 cents.....	3 cents.....	1 cent.
s and dependencies.....	10 cents of a rupee.	4 cents of a rupee.	2½ cents of a rupee.
.....	2 piastres or 80 paras.	1 piastre or 40 paras.	½ piastre or 20 paras.
.....	14 cents of a rupee.	5 cents of a rupee.	2½ cents of a rupee.
ia	2½ pence	1 penny.....	½ penny.
.....	5 centavos	2 centavos	1 centavo.
.....	5 centavos of a piastre.	2 centavos of a piastre.	1 centavo of a piastre.
.....	5 cents.....	2 cents.....	1 cent.
epublic of).....	5 centavos	2 centavos	1 centavo.
.....	2 annas	¾ anna	¼ anna.
.....	5 sen.....	2 sen.....	1 sen.
.....	5 cents.....	2 cents.....	1 cent.
.....	5 centavos	2 centavos	1 centavo.
.....	10 soldi	5 soldi	3 soldi.
.....	5 centavos	2 centavos	1 centavo.
.....	20 öre.....	10 öre.....	5 öre.
.....	5 centavos of a peso.	2 centavos of a peso.	1 centavo of a peso.
and Netherlands Colonies...	12½ cents (Dutch)	5 cents (Dutch)...	2½ cents (Dutch).
.....	5 centavos	2 centavos	1 centavo.
.....	7 shahis	3 shahis	1 shahi.
d Portuguese Colonies, ex-			
rese India.....	50 reis	20 reis	10 reis.
ndia.....	2 tangas	10 reis	5 reis.
.....	10 kopeks.....	4 kopeks.....	2 kopeks.
.....	5 centavos of a peso.	2 centavos of a peso.	1 centavo of a peso.
.....	7½ atts	3 atts	1½ atts.
.....	20 öre.....	10 öre.....	5 öre.
.....	40 paras	20 paras.....	10 paras.
.....	5 centavos of a piastre.	2 centavos of a piastre.	1 centavo of a piastre.

2.—En cas de changement du système monétaire dans l'un des pays susmentionnés, l'Administration de ce pays doit s'entendre avec l'Administration des postes suisses pour modifier les équivalents ci-dessus; il appartient à cette dernière Administration de faire notifier la modification à tous les autres Offices de l'Union par l'intermédiaire du Bureau international.

3.—Toute Administration a la faculté de recourir, si elle le juge nécessaire, à l'entente prévue au paragraphe précédent en cas de modification importante dans la valeur de sa monnaie.

4.—Les fractions monétaires résultant, soit du complément de taxe applicable aux correspondances insuffisamment affranchies, soit de la fixation des taxes des correspondances échangées avec les pays étrangers à l'Union, ou de la combinaison des taxes de l'Union avec les surtaxes prévues par l'article 5 de la Convention, peuvent être arrondies par les Administrations qui en effectuent la perception. Mais la somme à ajouter de ce chef ne peut, dans aucun cas, excéder la valeur d'un vingtième de franc (cinq centimes).

V.

Correspondance avec les Pays Étrangers à l'Union.

Les Offices de l'Union qui ont des relations avec des pays étrangers à l'Union fournissent aux autres Offices de l'Union la liste de ces pays, avec l'indication des conditions d'envoi auxquelles les correspondances sont soumises dans les relations dont il s'agit.

VI.

Application des Timbres.

1.—Les correspondances originaires des pays de l'Union sont frappés d'un timbre indiquant le lieu d'origine et la date du dépôt à la poste.

2.—A l'arrivée, le bureau de destination applique son timbre à date au verso des lettres et au recto des cartes postales.

3.—L'application des timbres sur les correspondances déposées sur les paquebots dans les boites mobiles ou entre les mains des commandants, incombe, dans les cas prévus par le paragraphe 3 de l'article 11 de la Convention, à l'agent des postes embarqué ou, s'il n'y en a pas, au bureau de poste auquel ces correspondances sont livrées.

4.—Les correspondances originaires des pays étrangers à l'Union sont frappées, par l'Office de l'Union qui les a recuei-

2.—In case of change in the monetary system of any one of the above-mentioned countries, the Administration of that country must come to an understanding with the Swiss Postal Administration in order to modify the above equivalents: it devolves upon the latter Administration to give notice of this modification to all the other offices of the Union through the intermediary of the International Bureau.

3.—Any Administration has the right to have recourse, if it deems it necessary, to the understanding provided for in the preceding paragraph, in case of an important modification in the value of its money.

4.—The monetary fractions resulting either from the complement of the charge applicable to insufficiently prepaid articles, or from the fixing of the rates on articles exchanged with countries foreign to the Union, or from the combination of the Union rates with the surtaxes contemplated by Article 5 of the Convention, may be rounded off by the Administrations which levy the rates. But the sum to be added on this account must, in no case, exceed the value of one-twentieth of a franc (five centimes).

V.

Correspondence with Countries Foreign to the Union.

The Offices of the Union which have relations with countries foreign to the Union, furnish to the other Offices of the Union a list of those countries, indicating the conditions of transmission to which the articles are subject in the relations in question.

VI.

Application of Stamps.

1.—Articles originating in countries of the Union are impressed with a stamp indicating the place of origin and the date of posting.

2.—On arrival, the office of destination impresses its date stamp on the back of letters and on the front of post-cards.

3.—The impression of the stamps on articles deposited on board vessels in the movable boxes, or in the hands of the commanders, devolves, in the cases contemplated by paragraph 3 of Article 11 of the Convention, on the postal agent on board, or if there be none, on the post office to which the articles are delivered.

4.—Articles originating in countries foreign to the Union are impressed by the Office of the Union which first re-

;imbre indiquant le point et la
ée dans le service de cet Office.

correspondances non affran-
suffisamment affranchies sont,
frappées du timbre T (taxe à
ont l'application incombe à
pays d'origine s'il s'agit de cor-
·es originaires de l'Union, et à
pays d'entrée s'il s'agit de cor-
:es originaires des pays étran-
ion.
envois à remettre par exprès
is d'un timbre portant en gros
le mot „Exprès". Les Admi-
sont toutefois autorisées à
ce timbre par une étiquette
ou par une inscription manu-
ulignée en crayon de couleur.
objet de correspondance ne
s le timbre T est considéré
anchi et traité en conséquence,
évidente.

VII.

ation du Nombre de Ports.

qu'une lettre ou tout autre
rrespondance est passible, en
son poids, de plus d'un port
ffice d'origine ou d'entrée dans
ivant le cas, indique, à l'angle
périeur de la suscription, en
linaires, le nombre des ports
, percevoir.
mesure n'est pas de rigueur
:orrespondances dûment af-

VIII.

anchissement Insuffisant.

qu'un objet est insuffisamment
au moyen de timbres-poste,
éditeur indique en chiffres
sés à côté des timbres-poste,
t de l'insuffisance en l'expri-
ancs et centimes.
·ès cette indication, le bureau
du pays de destination taxe
double de l'insuffisance con-

le cas où il a été fait usage
·poste non valables pour l'af-
nent, il n'en est tenu aucun
'ette circonstance est indiquée
ire zéro (0) placé à côté des
ste.

IX.

Avis de Réception.

envois dont l'expéditeur de-
avis de réception doivent por-

ceives them, with a stamp indicating the place and date of entry into the service of that Office.

5.—Unpaid or insufficiently prepaid articles are, in addition, impressed with the stamp T (tax to be paid), the application of which devolves upon the Office of the country of origin in the case of articles originating in the Union, and upon the Office of the country of entry in the case of articles originating in countries foreign to the Union.

6.—Articles to be delivered by special carrier are impressed with a stamp showing in large letters the word "Exprès." The Administrations are, however, authorized to substitute for this stamp a printed label or a written inscription underscored with a colored pencil.

7.—Every article of correspondence which does not bear the stamp T is considered as prepaid and treated accordingly, unless there be an obvious error.

VII.

Indication of the Number of Rates.

1.—When a letter or other article of correspondence is liable, by reason of its weight, to more than a single rate of postage, the Office of origin or of entry into the Union, as the case may be, indicates in the upper left-hand corner of the address, in ordinary figures, the number of rates levied or to be levied.

2.—This treatment is not required for fully prepaid articles.

VIII.

Insufficient Prepayment.

1.—When an article is insufficiently prepaid by means of postage-stamps, the dispatching Office indicates, in black figures placed at the side of the postage-stamps, the amount of the deficiency, expressing it in francs and centimes.

2.—According to this indication, the exchange office of the country of destination charges the article with double the deficiency as indicated.

3.—In case use has been made of postage-stamps not valid for prepayment, no account is taken of them. This circumstance is indicated by a cipher (0) placed at the side of the postage-stamps.

IX.

Return-Receipts.

1.—Articles for which the sender requests a return receipt must be marked

ter l'annotation très apparente: „Avis de réception" ou l'empreinte d'un timbre portant: A. R.

2.—Les avis de réception doivent être établis par les bureaux de destination sur une formule conforme ou analogue au modèle A ci-annexé, et transmis par ces bureaux aux bureaux d'origine, chargés de les faire parvenir aux expéditeurs des envois auxquels ils se rapportent. Les avis de réception doivent être formulés en français ou porter une traduction sublinéaire en cette langue.

X.

Feuilles d'Avis.

1.—Les feuilles d'avis accompagnant les dépêches échangées entre deux Administrations de l'Union sont conformes au modèle B joint au présent Règlement. Elles sont placées sous des enveloppes de couleur portant distinctement l'indication „Feuille d'avis".

Dans les relations par mer qui, bien que périodiques et régulières, ne comportent pas d'échange quotidien ou à jour fixe, les bureaux expéditeurs doivent numéroter leurs feuilles d'avis d'après une série annuelle par chaque bureau d'origine et pour chaque bureau de destination, en mentionnant autant que possible, sur la feuille d'avis, le nom du paquebot ou du bâtiment qui emporte la dépêche.

2.—Les objets recommandés sont inscrits au tableau n° 1 de la feuille d'avis avec les détails suivants: le nom du bureau d'origine et le numéro d'inscription de l'objet à ce bureau, ou: le nom du bureau d'origine, le nom du destinataire et le lieu de destination.

Dans la colonne „Observations", la mention „Remb." est ajoutée en regard de l'inscription des envois recommandés grevés de remboursement.

Les envois à faire remettre par exprès sont inscrits en nombre au tableau I de la feuille d'avis.

Les avis de réception sont inscrits au tableau précité, soit individuellement, soit en bloc, suivant que ces avis sont plus ou moins nombreux.

La partie de la feuille d'avis intitulée „Recommandations d'office" est destinée à recevoir l'inscription des bulletins de vérification, des lettres de service ouvertes adressées par le bureau d'échange à son correspondant ainsi que des communications du bureau expéditeur.

3.—Lorsque le nombre des objets recommandés expédiés habituellement d'un bureau d'échange à un autre le comporte, il peut être fait usage d'une liste spéciale et détachée, pour remplacer le tableau n° I de la feuille d'avis.

Le nombre des envois recommandés inscrits sur cette liste et le nombre de pa-

very clearly: "Avis de réception" (Return-Receipt) or be stamped with the letters: A. R.

2.—The Return-Receipts must be prepared by the offices of destination on a form conforming or analogous to the Form A appended hereto, and transmitted by those offices to the offices of origin, whose duty it is to deliver the receipts to the senders of the articles to which they relate. Return-Receipts must be formulated in French or bear an interlinear translation in that language.

X.

Letter Bills.

1.—The Letter Bills accompanying the mails exchanged between two Administrations of the Union are in conformity with the Form B appended to the present Regulations. They are placed in colored envelopes bearing distinctly the indication "Feuille d'avis" (Letter Bill).

In the intercourse by sea which, although periodical and regular, does not allow a daily exchange or an exchange on a fixed day, the dispatching offices must number their Letter Bills in an annual series for each office of origin and for each office of destination, stating as far as possible, on the Letter Bill, the name of the steamer or vessel which carries the mail.

2.—The registered articles are entered in Table No. I of the Letter Bill, with the following details: The name of the office of origin, and the number given to the article at that office; or, the name of the office of origin, the name of the addressee and the place of destination.

In the column "Observations," the indication "Remb." is added opposite the entry of each registered article marked with trade-charges.

Articles to be delivered by special carrier are entered by number in Table No. I of the Letter Bill.

Return-Receipts are entered in said Table, either individually or collectively, according as they are more or less numerous.

The part of the Letter Bill headed "Recommandations d'office" (Official registrations) is intended for the entry of the Bulletins of verification, open letters relating to the service addressed by the office of exchange to its corresponding office, as well as communications from the dispatching office.

3.—When the number of registered articles usually dispatched from one office of exchange to the other requires it, a special and separate list may be used to take the place of Table No. I of the Letter Bill.

The number of registered articles entered on that list and the number of

ı de sacs qui renferment ces en-
ivent être portés sur la feuille

a tableau n° II on inscrit, avec
ils que ce tableau comporte, les
s closes insérées dans l'envoi di-
ıuel la feuille d'avis se rapporte.
n indique, à l'angle droit supé-
e la feuille d'avis, le nombre de
ou de sacs détachés dont se com-
aque expédition pour une même
tion.
orsqu'il est jugé nécessaire, pour
es relations, de créer d'autres
x ou rubriques sur la feuille
la mesure peut être réalisée d'un
ı accord entre les Administrations
ées.
orsqu'un bureau d'échange n'a
bjet à livrer à un bureau corre-
ıt, il n'en doit pas moins envoyer,
forme ordinaire, une dépêche qui
pose uniquement de la feuille

uand des dépêches closes sont con-
r une Administration à une autre,
re transmises au moyen de bâti-
le commerce, le nombre de lettres
es objets est indiqué à la feuille
u sur l'adresse de ces dépêches.

packages or sacks containing those articles must be entered on the Letter Bill.

4.—In Table No. II are entered, with the details which this Table requires, the closed mails contained in the direct mail to which the Letter Bill relates.

5.—The number of separate packages or sacks composing each mail for one and the same destination is indicated in the upper right-hand corner of the Letter Bill.

6.—When it is deemed necessary, for certain relations, to make other Tables or headings in the Letter Bill, the measure may be accomplished by mutual agreement between the Administrations interested.

7.—When an office of exchange has no article to forward to a corresponding office, it must nevertheless dispatch a mail in the usual form composed solely of the Letter Bill.

8.—When closed mails are entrusted by one Administration to another, to be conveyed by means of merchant vessels, the number of letters or other articles is indicated in the Letter Bill or on the address of the mails.

XI.

mission des Objets Recommandés.

es objets recommandés, les avis
ption, les envois exprès et, s'il y
la liste spéciale prévue au para-
3 de l'article X, sont réunis en un
distinct, qui doit être convenable-
ıveloppé et cacheté de manière à
erver le contenu.
ce paquet est attaché extérieure-
ar un croisé de ficelle, l'enveloppe
contenant la feuille d'avis. Le
est ensuite placé au centre de la
.
a présence, dans la dépêche, d'un
d'objets recommandés dont la de-
n est faite sur la liste spéciale men-
au paragraphe 1er ci-dessus, doit
ıoncée par l'application, en tête de
e d'avis, soit d'une annotation spé-
oit de l'étiquette ou du timbre de
ıandation en usage dans le pays
ıe.
est entendu que le mode d'em-
et de transmission des objets re-
ıdés, prescrit par les paragraphes
-dessus, s'applique seulement aux
ıs ordinaires. Pour les relations
ıntes, il appartient aux Adminis-
intéressées de prescrire, d'un
ı accord, des dispositions particu-
ous réserve, dans l'un comme dans
cas, des mesures exceptionnelles
dre par les chefs des bureaux
ıge, lorsqu'ils ont à assurer la
ission d'objets recommandés qui,
r nature, leur forme ou leur vo-
ıe seraient pas susceptibles d'être
dans la dépêche.

XI.

Transmission of Registered Articles.

1.—Registered articles, Return-Receipts, express articles, and, if there be one, the special list mentioned in paragraph 3 of Article X, are placed together in a separate package, which must be suitably enclosed and sealed so as to preserve its contents.

2.—To the outside of this package is attached, by a string tied crosswise, the special envelope containing the Letter Bill. The package is then placed in the center of the mail.

3.—The presence in the mail of a package of registered articles, the description of which is given on the special list mentioned in paragraph 1 above, must be announced by placing at the head of the Letter Bill, either a special entry or the registration label or stamp in use in the country of origin.

4.—It is understood that the mode of wrapping up and forwarding registered articles prescribed by paragraphs 1 and 2 above, applies only to ordinary relations. For important relations it appertains to the Administrations interested to prescribe, by mutual agreement, special arrangements, subject, in the one case as in the other, to exceptional measures to be taken by the chiefs of the exchange offices, when they have to ensure the transmission of registered articles which, from their nature, form, or bulk, could not be inserted in the mail.

Toutefois, les bureaux d'échange expéditeurs indiquent en tête de la feuille d'avis, le cas échéant, le nombre des objets recommandés qui se trouvent dans la dépêche en dehors du paquet ou sac spécial, parmi les correspondances ordinaires, et font figurer sur les listes, dans la colonne „Observations", la mention „en dehors" en regard de l'inscription de chacun de ces objets.

Ceux-ci sont autant que possible réunis en paquets ficelés munis d'une étiquette portant, en caractères apparents, les mots „Recommandés en dehors" précédés d'un chiffre indiquant le nombre d'objets que contient chaque paquet.

5.—Les avis de réception sont placés dans une enveloppe par l'office distributeur des objets recommandés auxquels ces avis se rapportent. Ces enveloppes, revêtues de la mention: „Avis de réception; Bureau de poste de . . . (Pays) . . ." sont soumises aux formalités de la recommendation et acheminées sur leur destination comme des objets recommandés ordinaires.

XII.

Indemnité pour la Perte d'un Envoi Recommandé.

Lorsque l'indemnité due pour la perte d'un envoi recommandé a été payée par une Administration pour le compte d'une autre Administration, rendue responsable, celle-ci est tenue d'en rembourser le montant dans le délai de trois mois après avis du paiement. Ce remboursement s'effectue, soit au moyen d'un mandat de poste ou d'une traite, soit en espèces ayant cours dans le pays créditeur. Lorsque le remboursement de l'indemnité comporte des frais, ils sont toujours à la charge de l'Office débiteur.

XIII.

Confection des Dépêches.

1.—En règle générale, les objets qui composent les dépêches doivent être classés et enliassés par nature de correspondances, en séparant les objets affranchis des objets non ou insuffisamment affranchis.

2.—Toute dépêche, après avoir été ficelée, est enveloppée de papier fort en quantité suffisante pour éviter toute détérioration du contenu, puis ficelée extérieurement et cachetée à la cire ou au moyen d'un cachet en papier gommé, avec l'empreinte du cachet du bureau. Elle est munie d'une suscription imprimée portant, en petits caractères, le nom du bureau expéditeur et, en caractères plus forts, le nom du bureau destinataire: „de . . . pour . . ."

In such case, however, the dispatching exchange offices indicate at the head of the Letter Bill the number of registered articles contained in the mail outside the special package or sack, among the ordinary correspondence, and enter on the lists, in the column "Observations", the words *"en dehors"* ("outside") opposite the entry of each of those articles.

These articles are placed together, as far as possible, in packages tied with a string, having labels attached bearing, in plain characters, the words *"Recommandés en dehors"* (registered-outside) preceded by figures indicating the number of articles contained in each package.

5.—The Return-Receipts are placed in an envelope by the office delivering the registered articles to which the receipts relate. These envelopes bearing the inscription: *"Avis de réception; Bureau de poste de . . . (Pays) . . ."* (Return-receipt; Post office of . . . (country) . . .) are subjected to the formalities of registration, and dispatched to their destination as other registered articles.

XII.

Indemnity for the Loss of a Registered Article.

When the indemnity due for the loss of a registered article has been paid by one Administration, on behalf of another Administration which is responsible, the latter Administration is obliged to reimburse the amount within a period of three months after having been advised of the payment. This reimbursement is made either by means of a money-order, or a draft, or in specie current in the creditor country. When the reimbursement of the indemnity involves expenses, they are invariably borne by the debtor Office.

XIII.

Making up the Mails.

1.—As a general rule, the articles of which the mails consist must be classified and put up in bundles according to the nature of correspondence, separating the prepaid articles from those unpaid or insufficiently prepaid.

2.—Every mail, after having been tied with a string, is inclosed in strong paper of sufficient quantity to prevent any injury to the contents, then tied again with a string on the outside and sealed with wax or by means of a gummed paper label bearing an impression of the seal of the office. The mail is furnished with a printed address bearing, in small characters, the name of the dispatching office, and, in larger characters, the name of the office of destination: "From . . . for . . . ."

si le volume de la dépêche le com-
elle est renfermée dans un sac
iablement fermé, cacheté ou plombé
ueté.
Les paquets ou sacs renfermant
vois à remettre par exprès doivent
extérieurement une désignation
ant ces objets à l'attention des
postaux.
Lorsqu'il est fait usage d'étiquettes
ier, elles doivent être collées sur
anchettes.
Le poids de chaque sac ne doit pas
er 40 kilogrammes.
Les sacs doivent être renvoyés vides
reau expéditeur par le prochain
er, sauf autre arrangement entre
ices correspondants.

3.—If the size of the mail requires it, it is placed in a sack properly closed, sealed with wax or with lead, and labeled.

4.—The packages or sacks containing express articles sent must bear on the outside an indication directing the attention of the postal employés to these articles.

5.—If paper labels are used they must be pasted on blocks.

6.—No sack may exceed 40 kilograms in weight.

7.—The sacks must be returned empty to the dispatching office by the next mail, unless there be another arrangement between the corresponding offices.

XIV.

Vérification des Dépêches.

Le bureau d'échange qui reçoit une
ie constate si les inscriptions sur
lle d'avis et, s'il y a lieu, sur la
les objets recommandés, sont ex-

dépêches doivent être livrées en
at. Cependant, la réception d'une
ie ne peut pas être refusée à cause
i mauvais état. S'il s'agit d'une
ie pour un autre bureau que celui
a pris livraison, elle doit être em-
de nouveau, tout en conservant,
; que possible, l'emballage original.
ıballage est précédé de la vérifica-
u contenu, s'il est à présumer que
i n'est pas resté intact.
Lorsque le bureau d'échange recon-
es erreurs ou des omissions, il opère
iatement les rectifications néces-
sur les feuilles ou listes, en ayant
e biffer, d'un trait de plume, les
tions erronées de manière à laisser
aître les inscriptions primitives.
Ces rectifications s'effectuent par
cours de deux agents. A moins
erreur évidente, elles prévalent sur
aration originale.

Un bulletin de vérification, con-
au modèle C annexé au présent
uent, est dressé par le bureau des-
re et envoyé sans délai, sous re-
ndation d'office, au bureau expé-
. En même temps, un duplicata
letin de vérification est envoyé par
au destinataire à l'Administration
élève le bureau expéditeur.

s le cas prévu au paragraphe 1 du
t article, une copie du bulletin de
ation est insérée dans la dépêche
llée.
Le bureau expéditeur, après exa-
envoie le bulletin avec ses obser-
s, s'il y a lieu.
En cas de manque d'une dépêche,
jet recommandé, de la feuille d'avis

XIV.

Verification of the Mails.

1.—The office of exchange which receives a mail ascertains whether the entries on the Letter Bill and on the list of registered articles, if there be one, are correct.

The mails must be delivered in good condition. Nevertheless the receipt of a mail can not be refused on account of its bad condition. If it is a mail for another office than that which has received it, it must be packed anew, preserving however, as far as possible, the original packing. The repacking is preceded by a verification of the contents, if there is reason to presume that they have not remained intact.

2.—When the office of exchange detects errors or omissions, it immediately makes the necessary corrections on the Letter Bills or lists, taking care to strike out the erroneous entries by the stroke of a pen, in such a manner as to leave the original entries legible.

3.—These corrections are made with the concurrence of two officers. Except in the case of an obvious error, they are accepted in preference to the original statement.

4.—A Bulletin of verification, in conformity with the Form C annexed to the present Regulations, is prepared by the receiving office and sent without delay, under official registration, to the dis-
atching office. At the same time a duplicate of the Bulletin of verification is sent by the receiving office to the Administration to which the dispatching office belongs.

In the case contemplated in paragraph 1 of the present Article, a copy of the Bulletin of verification is inserted in the repacked mail.

5.—The dispatching office, after examination, returns the Bulletin with any observations to which it may give rise.

6.—In case of the failure of a mail, of a registered article, of the Letter Bill, or

ou de la liste spéciale, le fait est constaté immédiatement dans la forme voulue par deux agents du bureau d'échange destinataire, et porté à la connaissance du bureau d'échange expéditeur au moyen du bulletin de vérification. Si le cas le comporte, ce dernier bureau peut, en outre, être avisé par télégramme aux frais de l'office expéditeur du télégramme.

7.—En cas de perte d'une dépêche close, les offices intermédiaires sont rendus responsables des objets recommandés que renfermait la dépêche, dans les limites de l'article 8 de la Convention, à condition que la non-réception de cette dépêche leur ait été signalée aussitôt que possible.

8.—Lorsque le bureau destinataire n'a pas fait parvenir par le premier courrier au bureau expéditeur un bulletin de vérification, constatant des erreurs ou des irrégularités quelconques, l'absence de ce document vaut comme accusé de réception de la dépêche et de son contenu, jusqu'à preuve du contraire.

of the special list, the fact is immediately authenticated, in the manner prescribed, by two officers of the receiving exchange office, and reported to the dispatching exchange office by means of a Bulletin of verification. If the case requires it, the latter office may also be advised thereof by telegram at the expense of the office which sends the telegram.

7.—In case of the loss of a closed mail, the intermediary offices become responsible for the registered articles contained in the mail, within the limits of Article 8 of the Convention, provided the non-receipt of that mail has been reported to them as soon as possible.

8.—In case the receiving office has not forwarded, by the first mail, to the dispatching office a Bulletin of verification reporting errors or irregularities of any kind, the absence of that document is to be regarded as evidence of the receipt of the mail and of its contents, until the contrary is proved.

XV.

Conditionnement des Objets Recommandés.

1.—Les objets de correspondance adressés sous des initiales et ceux qui portent une addresse écrite au crayon ne sont pas admis à la recommandation.

2.—Aucune condition spéciale de forme ou de fermeture n'est exigée pour les objets recommandés. Chaque Office a la faculté d'appliquer à ces envois les règles établies dans son service intérieur.

3.—Les objets recommandés doivent porter une étiquette conforme ou analogue au modèle D annexé au présent Règlement, avec l'indication du nom du bureau d'origine et du numéro d'ordre sous lequel l'envoi est inscrit dans le registre de ce bureau.

Toutefois, il est permis aux Administrations dont le régime intérieur s'oppose actuellement à l'emploi des étiquettes, d'ajourner la mise à exécution de cette mesure et de continuer à employer des timbres pour la désignation des objets recommandés.

4.—Les envois recommandés grevés de remboursement doivent être revêtus d'une annotation manuscrite, d'une empreinte de timbre ou d'une étiquette portant le mot: „Remboursement."

5.—Les envois recommandés non affranchis ou insuffisamment affranchis sont transmis aux destinataires sans taxe, mais le bureau qui reçoit un envoi dans ces conditions est tenu de signaler le cas à son Administration, afin qu'elle en informe l'Administration dont relève le bureau d'origine. Cette Administration procède d'après les règles suivies dans son service intérieur.

XV.

Conditions applicable to Registered Articles.

1.—Articles of correspondence addressed under initials and those which bear an address written in pencil are not admitted to registration.

2.—No special condition of form or fastening is prescribed for registered articles. Each Office has the right to apply to such articles the regulations established in its domestic service.

3.—Registered articles should bear a label in conformity with or analogous to Form D annexed to the present Regulations, indicating the name of the office of origin and the number of order under which the article is entered on the records of that office.

Nevertheless, Administrations whose domestic relations do not at present authorize the use of labels, are permitted to defer the execution of this measure and to continue the use of stamps for designating registered articles.

4.—Registered articles marked with trade charges must bear a manuscript inscription, the impression of a stamp, or a label bearing the word: *"Remboursement"* (C. O. D.).

5.—Unpaid or insufficiently prepaid registered articles are forwarded to the addressees without charge, but the office which receives an article under these conditions, must report the case to its Administration, in order that that Administration may advise the Administration to which the office of origin belongs. That Administration proceeds according to the Regulations in force in its domestic service.

XVI.

Cartes Postales.

ıes cartes postales doivent être ex- à découvert. Le recto est réservé ıbres d'affranchissement, aux indi- relatives au service postal (re- ndé, avis de réception, etc.) et à se du destinataire, laquelle peut rite à la main ou figurer sur une tte collée n'excédant pas deux cen- es sur cinq.

outre, l'expéditeur a la faculté quer au recto ou au verso son nom adresse, soit par écrit, soit au d'un timbre, d'une griffe ou de ıtre procédé typographique.

vignettes ou réclames peuvent ıprimées sur le verso.

xception des timbres d'affranchis- t et des étiquettes mentionnées au éa et au paragraphe 6 du présent , il est interdit de joindre ou d'at- aux cartes postales des objets nques.

Les cartes postales ne peuvent r les dimensions suivantes: lon- 14 centimètres; largeur, 9 centi-

Autant que possible, les cartes es émises spécialement en vue de la ation dans l'Union postale doivent , au recto, en langue française ou raduction sublinéaire en cette lan- titre suivant:

CARTE POSTALE.

Union Postale Universelle.

(Côté réservé à l'adresse.)

Le timbre-poste représentant l'af- issement figure à l'un des angles eurs du recto; il en est de même ıbre supplémentaire qui pourrait outé.

En règle générale, les cartes pos- ıvec réponse payée doivent pré- , au recto, comme titre imprimé, premiere partie: „Carte postale réponse payée"; sur la seconde : „Carte postale-réponse". Les parties doivent d'ailleurs remplir, ıe, les autres conditions imposées à te postale simple; elles sont re- l'une sur l'autre et ne peuvent être s d'une manière quelconque.

l est loisible à l'expéditeur d'une postale avec réponse payée d'indi- on nom et son adresse au recto de ie „Réponse", soit par écrit, soit ollant une étiquette.

L'affranchissement de la partie nse" au moyen du timbre-poste du ui a émis la carte n'est valable que est expédiée à destination de ce Dans le cas contraire, elle est sou- la taxe des lettres non affranchies.

XVI.

Post-Cards.

1.—Post-cards must be forwarded without cover. The front is reserved for the stamps for prepayment, for indications relating to the postal service (registered, Return-receipt, etc.) and for the address of the addressee, which may be in manuscript or be given on a label pasted on the card, not exceeding two centimeters by five.

Moreover, the sender has the option of indicating his name and address on the front or on the back either in writing, or by means of a stamp, autograph stamp, or by any other typographical process.

Engravings or advertisements may be printed on the back.

Except stamps for prepayment and the labels mentioned in paragraph 1 and paragraph 6 of the present Article, it is forbidden to join or attach to post-cards any articles whatsoever.

2.—Post-cards may not exceed the following dimensions: length, 14 centimeters; breadth, 9 centimeters.

3.—As far as possible, post-cards issued specially for circulation within the Postal Union must bear on the front, in the French language or with an interlinear translation in that language, the following title:

POST-CARD.

Universal Postal Union.

(Side reserved for the address.)

4.—The postage-stamp representing prepayment is placed in one of the upper corners of the front; the same applies to any additional stamp which may be attached.

5.—As a general rule, post-cards with paid reply must bear on the front, as printed title, on the first half: "Post-card with paid reply"; on the second half: "Reply Post-Card". Each of the two halves must also comply with the other conditions prescribed for the single post-card; they are folded one over the other and must not be closed in any manner whatsoever.

6.—The sender of a post-card with paid reply may indicate his name and address on the front of the "reply half", either in writing or by pasting a label on it.

7.—The prepayment of the "reply half" by means of the postage-stamp of the country which issued the card is valid only when forwarded to a destination in that country. In the contrary case, it is subject to the rate applicable to unpaid letters.

8.—Les cartes postales simples et celles avec réponse payée, émanant de l'industrie privée, sont admises à la circulation internationale pourvu que la législation du pays d'origine le permette et qu'elles soient conformes, au moins en ce qui concerne le format et la consistance du papier, aux cartes postales émises par l'Office des postes d'origine.

9.—Les cartes postales ne remplissant pas, quant aux dimensions, à la forme extérieure, etc., les conditions imposées par le présent article à cette catégorie d'envois, sont traitées comme lettres.

XVII.

Papiers d'Affaires.

1.—Sont considérés comme papiers d'affaires, et admis comme tels à la modération de port consacrée par l'article 5 de la Convention, toutes les pièces et tous les documents, écrits ou dessinés en tout ou partie à la main, qui n'ont pas le caractère d'une correspondance actuelle et personnelle, tels que les pièces de procédure, les actes de tout genre dressés par les officiers ministériels, les lettres de voiture ou connaissements, les factures, les différents documents de service des compagnies d'assurance, les copies ou extraits d'actes sous seing privé écrits sur papier timbré ou non timbré, les partitions ou feuilles de musique manuscrites, les manuscrits d'ouvrages ou de journaux expédiés isolément, etc.

2.—Les papiers d'affaires sont soumis, en ce qui concerne la forme et le conditionnement, aux dispositions prescrites pour les imprimés (article XVIII ci-après).

XVIII.

Imprimés de toute Nature.

1.—Sont considérés comme imprimés, et admis comme tels à la modération de port consacrée par l'article 5 de la Convention, les journaux et ouvrages périodiques, les livres brochés ou reliés, les brochures, les papiers de musique, les cartes de visite, les cartes-adresses, les épreuves d'imprimerie avec ou sans les manuscrits s'y rapportant, les papiers revêtus de points en relief à l'usage des aveugles, les gravures, les photographies, les images, les dessins, plans, cartes géographiques, catalogues, prospectus, annonces et avis divers, imprimés, gravés, lithographiés ou autographiés, et en général, toutes les impressions ou reproductions obtenues sur papier, sur parchemin ou sur carton, au moyen de la typographie, de la gravure, de la lithographie et de l'autographie, ou de tout autre procédé mécanique facile à reconnaître, hormis le décalque et la machine à écrire.

Sont considérés comme faciles à recon-

8.—Single post-cards and post-cards with paid reply, issued by private establishments, are admitted to international circulation, provided the legislation of the country of origin allows it, and if they be in conformity with the post-cards issued by the Post Office of that country, at least as regards their size and the consistency of the paper.

9.—Post-cards not fulfilling, as regards dimensions, external form, &c., the conditions prescribed by the present Article for articles of this category, are treated as letters.

XVII.

Commercial Papers.

1.—The following are considered as commercial papers and admitted as such at the reduced postage sanctioned by Article 5 of the Convention; all instruments or documents, written or drawn wholly or partly by hand which have not the character of an actual and personal correspondence, such as papers of legal procedure, deeds of all kinds drawn up by public functionaries, way-bills or bills of lading, invoices, the various documents of insurance companies, copies of or extracts from acts under private signature written or stamped or unstamped paper, scores or sheets of manuscript music, manuscripts of works or of newspapers forwarded separately, etc.

2.—Commercial papers are subject, as regards form and conditions, to the stipulations prescribed for printed matter (Article XVIII).

XVIII.

Printed Matter of every Kind.

1.—The following are considered as printed matter, and admitted as such at the reduced postage sanctioned by Article 5 of the Convention, viz: newspapers and periodical works, books stitched or bound, pamphlets, sheets of music, visiting cards, address cards, proofs of printing with or without the manuscripts relating thereto, papers with raised points for the use of the blind, engravings, photographs, pictures, drawings, plans, maps, catalogues, prospectuses, announcements and notices of various kinds, whether printed, engraved, lithographed, or autographed, and in general, all impressions or reproductions obtained upon paper, parchment or cardboard, by means of printing, engraving, lithographing and autographing, or any other mechanical process easy to recognize, except the copying-press and the typewriter.

The mechanical processes designated

es procédés mécaniques désignés
noms de chromographie, poly-
, hectographie, papyrographie,
raphie, etc.; mais pour jouir de la
tion de port, les reproductions
es au moyen de ces procédés doi-
re déposées aux guichets des bu-
le poste et au nombre minimum
t exemplaires parfaitement iden-

ont exclus de la modération de
es timbres ou formules d'affran-
ent, oblitérés ou non, ainsi que
primés constituant le signe repré-
d'une valeur.

e peuvent être expédiés à la taxe
les imprimés dont le texte a été
, après tirage, soit à la main, soit
d'un procédé mécanique, ou a été
de signes quelconques de manière
ituer un langage conventionnel.

omme exception à la règle déter-
ar le paragraphe 3 précédent, il
nis:
ndiquer à l'extérieur de l'envoi le
raison de commerce et le domi-
l'expéditeur;
jouter à la main sur les cartes
imprimées, l'adresse de l'expédi-
n titre, ainsi que des initiales con-
nelles (p. f., etc.);
ndiquer ou de modifier sur l'im-
même, à la main ou par un procédé
que, la date de l'expédition, la
re ou la raison de commerce et la
ion, ainsi que le domicile de l'ex-
r;
ajouter aux épreuves corrigées le
rit et de faire à ces épreuves les
ments et additions qui se rap-
à l'impression. En cas de
de place, ces additions peuvent
tes sur des feuilles spéciales;
corriger les fautes d'impression
ur les imprimés autres que les
es;
biffer certaines parties d'un texte
é pour les rendre illisibles;
faire ressortir au moyen de traits
ages du texte sur lesquels on dé-
irer l'attention;
porter ou de corriger à la plume
n procédé mécanique les chiffres,
e que le nom du voyageur et la
son passage, sur les listes de prix-
s, les offres d'annonces, les cotes
se et circulaires de commerce;
diquer à la main, sur les avis con-
les départs de navires, la date de
arts;
indiquer sur les cartes d'invitation
onvocation le nom de l'invité, la
but et le lieu de la réunion.

jouter une dédicace sur les livres,
de musique, journaux, photo-
s et gravures, ainsi que d'y join-
facture se rapportant à l'ouvrage
ne;

by the names of chromography, polygraphy, hectography, papyrography, velocigraphy, etc., are considered as "easy to recognize"; but in order to pass at the reduced postage, reproductions obtained by means of these processes, must be mailed at the post-office windows, and in the minimum number of twenty perfectly identical copies.

2.—The following are excluded from transmission at the reduced postage, viz: stamps or forms of prepayment, whether canceled or not, as well as all printed articles constituting the representative sign of a monetary value.

3.—Printed articles the text of which has been modified, after printing, either by hand or by means of a mechanical process, or which bear any marks whatever of a kind constituting a conventional language, can not be forwarded at the reduced rate.

4.—As exceptions to the rule laid down by paragraph 3 preceding, it is permitted:

a) to indicate on the outside of the article the name, business and residence of the sender;

b) to add, by hand, on printed visiting cards, the address of the sender, his title, as well as conventional initials (p. f., etc.);

c) to indicate or to change on the print itself, by hand or by a mechanical process, the date of dispatch, the signature or business and profession, as well as the residence of the sender;

d) to add to the corrected proof the manuscript and to make in the proof the changes and additions relating to the correction, the form and the printing. In case of want of space, these additions may be made on separate sheets;

e) to correct also errors in printing on articles of printed matter other than proof;

f) to cross out certain parts of printed text, in order to make them illegible;

g) to make prominent by means of marks passages of the text to which it is desired to draw attention;

h) to insert or correct in manuscript or by a mechanical process, figures, as well as the name of the traveler and the date of his visit, in price lists, offers for advertisements, stock quotations, and trade circulars;

i) to indicate by hand, on notices relating to the sailings of vessels, the dates of these sailings;

k) to indicate on cards of invitation and notices of meetings the name of the invited person, the date, the object and the place of meeting;

l) to add a dedication on books, sheet-music, newspapers, photographs and engravings, as well as to attach thereto the invoice relating to the work itself;

m) dans les bulletins de commande de librairie (imprimés et ouverts, ayant pour objet la commande de livres, journaux, gravures, pièces de musique), d'indiquer au verso, à la main, les ouvrages demandés ou offerts, et de biffer ou de souligner au recto tout ou partie des communications imprimées;

n) de peindre les images de mode, les cartes géographiques, etc.

5.—Sont interdites les additions faites à la plume ou au moyen d'un procédé mécanique qui enlèveraient à l'imprimé son caractère de généralité et lui donneraient celui d'une correspondance individuelle.

6.—Les imprimés doivent être, soit placés sous bande, sur rouleau, entre des cartons, dans un étui ouvert des deux côtés ou aux deux extrémités, ou dans une enveloppe non fermée, soit simplement pliés de manière à ne pas dissimuler la nature de l'envoi, soit enfin entourés d'une ficelle facile à dénouer.

7.—Les cartes-adresses et tous imprimés présentant la forme et la consistance d'une carte non pliée peuvent être expédiés sans bande, enveloppe, lien ou pli.

8.—Les cartes portant le titre „carte postale" ne sont pas admises au tarif des imprimés.

m) to indicate in manuscript on the back of booksellers' order-bulletins (printed and open, intended for orders for books, newspapers, engravings, pieces of music) the works desired or offered, and to cross out or underscore on the front the whole or part of the printed communications;

n) to paint fashion-plates, maps, etc.

5.—It is forbidden to make additions in manuscript or by means of a mechanical process which would deprive the printed paper of its general character, and give to it the character of individual correspondence.

6.—Articles of printed matter must be either placed under band, upon rollers, between boards, in covers open at both sides or at both ends, or in unclosed envelopes, or simply folded in such a manner as not to conceal the nature of the article, or lastly, tied with a string easy to unfasten.

7.—Address-cards and all printed matter presenting the form or consistency of an unfolded card, may be forwarded without band, envelope, fastening, or fold.

8.—Cards bearing the title "post-card" are not admitted at the rate for printed matter.

XIX.

Échantillons.

1.—Les échantillons de marchandise ne sont admis à bénéficier de la modération de port qui leur est attribuée par l'article 5 de la Convention que sous les conditions suivantes:

2.—Ils doivent être placés dans des sacs, des boîtes ou des enveloppes mobiles de manière à permettre une facile vérification.

3.—Ils ne peuvent avoir aucune valeur marchande, ni porter aucune écriture à la main que le nom ou la raison sociale de l'envoyeur, l'adresse du destinataire, une marque de fabrique ou de marchand, des numéros d'ordre, des prix et des indications relatives au poids, au métrage et à la dimension, ainsi qu'à la quantité disponible, ou celles qui sont nécessaires pour préciser la provenance et la nature de la marchandise.

4.—D'un commun accord entre les Administrations intéressées, c'est-à-dire entre les Administrations du pays d'origine et du pays de destination et, s'il y a lieu, du ou des pays effectuant le transit à découvert ou en dépêches closes, les envois de liquides, huiles, corps gras, poudres sèches, colorantes ou non, ainsi que les envois d'abeilles vivantes, peuvent être admis au transport comme échantillons de marchandises, pourvu qu'ils soient conditionnés de la manière suivante:

1° Les liquides, huiles et corps gras *facilement* liquéfiables doivent être in-

XIX.

Samples.

1.—Samples of merchandise are admitted to the advantage of the reduction of postage which is granted to them by Article 5 of the Convention only under the following conditions:

2.—They must be placed in bags, boxes, or removable envelopes, in such a manner as to admit of easy inspection.

3.—They must not have any salable value, nor bear any manuscript other than the name or the social position of the sender, the address of the addressee, a manufacturer's or a trade mark, numbers of order, prices, and indications relating to weight and size, as well as to the quantity to be disposed of, or those which are necessary to precisely indicate the origin and nature of the merchandise.

4.—By mutual agreement between the Administrations interested, that is to say between the Administrations of the country of origin and the country of destination, and of the country or countries, if any, performing the transit in open-mail or in closed mails, packages of liquids, oils, fatty substances, dry powders coloring or not, as well as packages of live bees, may be admitted to transmission as samples of merchandise, provided they are put up in the following manner:

1st. Liquids, oils and fatty substances easily liquefiable must be enclosed in

des flacons en verre hermétiouchés. Chaque flacon doit ans une boîte en bois suffisame de sciure de bois, de coton ière spongieuse en quantité our absorber le liquide en cas flacon. Enfin, la boîte elleêtre enfermée dans un étui en ois avec couvercle vissé ou en épais.

orps gras difficilement liquées que les onguents, le savon sines, etc., dont le transport d'inconvénients, doivent être ous une première enveloppe en toile, parchemin, etc.), même dans une seconde boîte métal ou en cuir fort et épais.

oudres sèches, colorantes ou it être placées dans des boîtes lesquelles elles-mêmes sont lans un sac en toile ou en par-

eilles vivantes doivent être dans des boîtes disposées de er tout danger et à permettre on du contenu.

glass bottles hermetically closed. Each bottle must be placed in a wooden box sufficiently filled with sawdust, cotton, or spongy matter in sufficient quantity to absorb the liquid in case the bottle should break. Finally, the box itself must be enclosed in a case of metal, of wood with a screw-top, or of strong and thick leather.

2nd. Fatty substances which are not easily liquefiable, such as ointments, soft soap, resins, etc., the conveyance of which causes less inconvenience, must be inclosed in an inner cover (box, linen bag, parchment, etc.), which is placed in a second box of wood, metal or strong and thick leather.

3d. Dry powders, whether coloring or not, must be placed in pasteboard boxes, which are inclosed in a linen bag, or parchment.

4th. Live bees must be placed in boxes so constructed as to avoid all danger and to permit the contents to be ascertained.

XX.

Objets groupés.

mis de réunir dans un même chantillons de marchandises, és et des papiers d'affaires, serve:

aque objet pris isolément ne les limites qui lui sont apuant au poids et quant à la

poids total ne dépasse pas 2 s par envoi;

taxe soit au minimum de 25 l'envoi contient des papiers t de 10 centimes s'il se comimés et d'échantillons.

XX.

Articles grouped together.

It is permitted to inclose in the same package samples of merchandise, printed matter and commercial papers, but subject to the following conditions:

1st, that each article taken singly does not exceed the limits which are applicable to it as regards weight and size;

2nd, that the total weight does not exceed 2 kilograms per package;

3d, that the minimum charge is 25 centimes if the package contains commercial papers, and 10 centimes if it consists of printed matter and samples.

XXI.

espondances réexpédiées.

écution de l'article 14 de la , et sauf les exceptions préragraphe 2 suivant, les corre- de toute nature adressées, on, à des destinataires ayant résidence, sont traitées par stributeur comme si elles é adressées directement du ne au lieu de la nouvelle des-

ard des envois du service in- 'un des pays de l'Union qui r suite de réexpédition, dans 'un autre pays de l'Union, on règles suivantes:

vois non affranchis ou insuffiffranchis pour leur premier

XXI.

Reforwarded Articles.

1.—In execution of Article 14 of the Convention, and subject to the exceptions specified in paragraph 2 following, articles of every kind addressed, within the Union, to persons who have changed their residence, are treated by the delivering office as if they had been addressed directly from the place of origin to the place of the new destination.

2.—With regard to articles of the domestic service of one country of the Union, which enter, in consequence of reforwarding, into the service of another country of the Union, the following rules are observed:

1st. Articles unpaid or insufficiently prepaid for their first transmission are

parcours sont traités comme correspondances internationales et frappés, par l'Office distributeur, de la taxe applicable aux envois de même nature directement adressés du pays d'origine dans le pays où se trouve le destinataire;

2° Les envois régulièrement affranchis pour leur premier parcours, et dont le complément de taxe afférent au parcours ultérieur n'a pas été acquitté avant leur réexpédition, sont frappés, suivant leur nature, par l'Office distributeur, d'une taxe égale à la différence entre le prix d'affranchissement déjà acquitté et celui qui aurait été perçu si les envois avaient été expédiés primitivement sur la nouvelle destination. Le montant de cette différence doit être exprimé en francs et centimes, à côté des timbres-poste, par l'Office réexpediteur. Dans l'un et l'autre cas, les taxes prévues ci-dessus restent exigibles du destinataire, alors même que, par suite de réexpéditions successives, les envois reviennent dans le pays d'origine.

3.—Lorsque des objets primitivement adressés à l'intérieur d'un pays de l'Union et affranchis en numéraire sont réexpédiés à un autre pays, l'Office réexpéditeur doit indiquer, sur l'objet, le montant de la taxe perçue en numéraire.

4.—Les objets de toute nature mal dirigés sont, sans aucun délai, réexpédiés par la voie la plus prompte sur leur destination.

5.—Les correspondances de toute nature, ordinaires ou recommandées qui, portant une adresse incomplète ou erronée, sont renvoyées aux expéditeurs pour qu'ils la complètent ou la rectifient, ne sont pas, quand elles sont remises dans le service avec une suscription complétée ou rectifiée, considérées comme des correspondances réexpédiées, mais bien comme de nouveaux envois, et deviennent, par suite, passibles d'une nouvelle taxe.

XXII.

Rebuts.

1.—Les correspondances de toute nature qui sont tombées en rebut, pour quelque cause que ce soit, doivent être renvoyées, aussitôt après les délais de conservation voulus par les règlements du pays destinataire, et au plus tard dans un délai de six mois dans les relations avec les pays d'outre-mer et de deux mois pour les autres relations, par l'intermédiaire des bureaux d'échange respectifs et en une liasse spéciale étiquetée: „ Rebuts " et portant l'indication du pays d'origine des correspondances. Les termes de deux mois et de six mois comptent à partir de la fin du mois dans lequel les correspondances sont parvenues au bureau de destination.

treated as international correspondence, and subjected by the delivering office to the charge applicable to articles of the same nature addressed directly from the country of origin to the country in which the addressee may be;

2nd. Articles duly prepaid for their first transmission, and upon which the remainder of the postage relating to the further transmission has not been paid previous to reforwarding, are subjected, according to their nature, by the delivering office, to a charge equal to the difference between the amount of postage already paid and that which would have been levied if the articles had been originally dispatched to their new destination. The amount of this difference must be expressed in francs and centimes at the side of the postage-stamps, by the reforwarding office. In both cases, the charges contemplated above remain to be collected from the addressees, even if, owing to successive reforwardings, the articles should return to the country of origin.

3.—When articles originally addressed from one part to another of a country of the Union, and prepaid in cash, are reforwarded to another country, the reforwarding office must indicate, on the article, the amount of postage so prepaid in cash.

4.—Missent articles of every kind are reforwarded without delay by the quickest route to their destination.

5.—Articles of every kind, ordinary or registered, which, bearing an incomplete or erroneous address, are returned to the senders in order that they may complete or correct the address, are not considered, when remailed with a completed or corrected address, as reforwarded correspondence, but as newly mailed articles, and become, in consequence, subject to a new charge.

XXII.

Undelivered Articles.

1.—Articles of every kind which have become undeliverable, from whatever cause, must be returned as soon as possible after the expiration of the period for keeping them required by the Regulations of the country of destination, and at latest at the expiration of six months in relations with countries beyond the sea, and of two months in other relations, through the intermediary of the respective offices of exchange, and in a special bundle labeled " *Rebuts,*" and bearing an indication of the country of origin of the articles. The periods of two months and six months are counted from the end of the month in which the articles reached the office of destination.

›fois, les correspondances re-
:s tombées en rebut sont ren-
bureau d'échange du pays
omme s'il s'agissait de corre-
recommandées à destination
sauf qu'en regard de l'inscrip-
ıative au tableau nº I de la
is ou sur la liste détachée, la
Rebuts " est consignée dans la
Observations " par le bureau
ur.
exception, deux Offices corre-
peuvent, d'un commun accord,
autre mode de renvoi de rebuts,
dispenser de se renvoyer ré-
nt certains imprimés consi-
ıe dénués de valeur.
t de renvoyer à l'Office d'ori-
rrespondances non distribuées
otif quelconque, l'Office des-
loit indiquer d'une manière
ncise, en langue française, au
s objets, la cause de la non-
la forme suivante: inconnu,
ti, non réclamé, décédé, etc.
ation est fournie par l'applica-
timbre ou l'apposition d'une
Chaque Office a la faculté
a traduction, dans sa propre
la cause de non-remise et les
cations qui lui conviennent.

2.—Nevertheless, registered articles which become undeliverable are returned to the exchange office of the country of origin as if they were registered articles addressed to that country, except that opposite the descriptive entry in Table No. I of the Letter Bill, or in the separate list, the word "*Rebuts*" is entered in the column "Observations" by the returning office.

3.—As an exception, two corresponding Offices may, by mutual agreement, adopt a different mode of returning undeliverable articles, and may also dispense with the reciprocal return of certain printed matter considered to be without value.

4.—Before returning to the office of origin the articles which from any reason or any cause have not been delivered, the Office of destination must indicate in a clear and concise manner, in the French language, on the back of the articles, the cause of non-delivery, in the following form: not known, refused, left, not claimed, deceased, etc. This indication is furnished by the impression of a stamp or by attaching a label. Each Office has the option of adding a translation, in its own language, of the cause of non-delivery, and other indications which it may deem necessary.

XXIII.

tique des Frais de Transit.

tatistiques à effectuer une fois
ois ans, en exécution des arti-
de la Convention, pour le dé-
frais de transit dans l'Union
:s des limites de l'Union, sont
ıprès les dispositions des arti-
ts, pendant les vingt-huit pre-
s du mois de mai ou de novem-
nativement) de la deuxième
haque période triennale, pour
rs effets rétroactivement à
première année.
tatistique de novembre 1893
a aux années 1892, 1893 et
atistique de mai 1896 s'appli-
années 1895, 1896 et 1897, et
ite.
›endant la période d'applica-
statistique, il vient à entrer
›n un pays ayant des relations
:s, les pays de l'Union dont la
ourrait, par suite de cette cir-
se trouver modifiée sous le
paiement des droits de transit,
ltó de réclamer une statistique
rapportant exclusivement au
ıllement entré.
frais incombant à l'Office ex-
u chef du transit territorial et
rt maritime sont fixés invari-
d'après la statistique pour
ériode qu'elle embrasse, sauf
u à l'alinéa précédent.

XXIII.

Statistics of Transit Expenses.

1.—The statistics to be taken once every three years, in execution of Articles 4 and 17 of the Convention, for the settlement of the expenses of transit within the Union and beyond the limits of the Union, are prepared according to the provisions of the following Articles, during the first twenty-eight days of the month of May or November (alternately) of the second year of each triennial period, and have a retroactive force dating from the first year.

2.—The statistics of November 1893 will apply to the years 1892, 1893 and 1894; the statistics of May 1896 will apply to the years 1895, 1896 and 1897, and so on.

3.—If during the period to which the statistics apply, a country having important relations should enter the Union, the countries of the Union whose situation with regard to the payment of transit expenses might be modified in consequence of this circumstance, have the option of demanding special statistics relating exclusively to the country recently admitted.

4.—The charges to be paid by the dispatching Office for territorial transit and maritime conveyance are fixed invariably, on the basis of the statistics, for the entire period which said statistics embrace, except in the case provided for in the preceding paragraph.

Mais lorsqu'il se produit une modification importante dans le cours des correspondances, et pour autant que cette modification affecte une période de six mois au moins, les Offices intermédiaires s'entendent pour régler entre eux le partage de ces frais, proportionnellement à la part d'intervention desdits Offices dans le transport des correspondances auxquelles ces frais se rapportent.

XXIV.

Correspondances à Découvert.

1.—L'Office servant d'intermédiaire pour la transmission des correspondances échangées à découvert, soit entre deux pays de l'Union, soit entre un pays de l'Union et un pays étranger à celle-ci, dresse d'avance, pour chacun de ses correspondants de l'Union, un tableau conforme au modèle E annexé au présent Règlement et dans lequel il indique, en distinguant, s'il y a lieu, les diverses voies d'acheminement, les prix de port au poids lui revenant pour le transport dans l'Union de l'une et de l'autre catégorie de ces correspondances au moyen des services dont il dispose, ainsi que les prix de port au poids à bonifier, le cas échéant, par lui-même, à d'autres Offices de l'Union, pour le transport ultérieur desdites correspondances dans l'Union. Au besoin, il se renseigne en temps utile, auprès des Offices des pays à traverser sur les voies que devront suivre les correspondances et sur les prix à leur appliquer.

2.—Lorsque plusieurs voies comportant chacune des frais de transit différents applicables aux voies que l'Office intermédiaire utilise, sont ouvertes à la transmission des correspondances pour un même pays, l'Office expéditeur rétribue l'Office intermédiaire d'après un tarif unique basé sur la moyenne des différents prix de transit.

3.—Un exemplaire du tableau E est remis par ledit Office à l'Office correspondant intéressé et sert de base à un décompte spécial à établir entre eux, du chef du port intermédiaire dans l'Union des correspondances dont il s'agit. Ce décompte est dressé par l'Office qui reçoit les correspondances et soumis à la vérification de l'Office expéditeur.

4.—L'Office expéditeur établit, d'après les données de la formule E fournie par son correspondant, des tableaux conformes au modèle F ci-annexé et destinés à relater, pour chaque dépêche, les frais de port intermédiaire des correspondances sans distinction d'origine, comprises dans la dépêche pour être acheminées par l'intermédiaire dudit correspondant. A cet effet, le bureau d'échange expéditeur inscrit dans un tableau F, qu'il joint à son

But whenever an important change takes place in the current of the correspondence, and provided that the change affects a period of six months, at least, the intermediary Offices come to an agreement to regulate between themselves the division of the charges, in proportion to the part taken by said Offices in the conveyance of the correspondence to which the charges relate.

XXIV.

Articles in Open-Mail.

1.—The Office serving as the intermediary for the transmission of articles exchanged in open-mail, either between two countries of the Union, or between a country of the Union and a country foreign to it, prepares beforehand, for each of its correspondents of the Union, a Table in conformity with Form E annexed to the present Regulations, in which it indicates, distinguishing if needful the different routes of transmission, the rates of payment by weight due to it for the conveyance within the Union of both categories of articles by means of the services at its disposal, as well as the rates of payment by weight to be paid, if the case demands it, by the Office itself to other Offices of the Union for the further conveyance of the said articles within the Union. If needful, it communicates in due time with the Offices of the countries to be traversed, as to the routes the articles are to take and the rates to be applied thereto.

2.—When several routes, each involving different transit charges applicable to the routes which the intermediary Office uses, are open for the transmission of articles for one and the same country, the dispatching Office pays the intermediary Office according to a single rate based upon the average of the different transit rates.

3.—A copy of Table E is forwarded by the said Office to the corresponding Office interested, and serves as the basis of a special account to be established between them, with reference to the intermediary conveyance within the Union of the articles in question. This account is prepared by the Office which receives the articles and is submitted to the dispatching Office for verification.

4.—The dispatching Office prepares, according to the particulars given in the Form E furnished by its correspondent, Tables in conformity with the Form F hereto annexed, intended to show, for each mail, the charges for intermediary conveyance of the articles, without distinction of origin, contained in the mail to be forwarded through the intermediary of the said corresponding Office. For this purpose, the dispatching exchange

le poids total, selon leur nature, rrespondances de l'espèce qu'il livre ouvert au bureau d'échange correant, et celui-ci, après vérification, livraison de ces correspondances, es acheminer vers leurs destinations, confondant avec les siennes propres le paiement, s'il y a lieu, des prix rt ultérieurs.

la demande des Offices intéressés, il eu de distinguer sur le tableau F ine des correspondances soumises à ais de transit maritime de 15 francs ilogramme de lettres ou cartes pos- et de 1 franc par kilogramme es objets à répartir entre plusieurs nistrations.

Toute erreur dans la déclaration du u d'échange expéditeur du tableau signalée immédiatement à ce bureau oyen d'un bulletin de vérification, stant la rectification opérée sur le au lui-même.

A défaut de correspondances pasd'un port intermédiaire ou étranger, t past dressé de tableau F et le buxpéditeur inscrit en tête de la feuille la mention: „Pas de tableau F." le cas de l'omission non justifiée tableau, l'irrégularité est également lée, au moyen d'un bulletin de vérin, au bureau en faute, et doit être fe immédiatement par ce dernier.

XXV.

Dépêches Closes.

Les correspondances échangés en hes closes, entre deux Offices de n ou entre un Office de l'Union. et fice étranger à l'Union, à travers le oire ou au moyen des services d'un plusieurs autres Offices, font l'objet relevé conforme au modèle G annexé ésent Règlement, et qui est établi ès les dispositions suivantes.

En ce qui concerne les dépêches d'un de l'Union pour un autre pays de on, le bureau d'échange expéditeur t, à la feuille d'avis pour le bureau ange destinataire de la dépêche, le net des lettres et des cartes postales ui des autres objets sans distinction rigine ni de la destination des corndances. Ces indications sont véripar le bureau destinataire, lequel e, à la fin de la période de statistique, evé mentionné ci-dessus, en autant éditions qu'il y a d'Offices intéressés, ıpris celui du lieu de départ.

Dans les quatre jours qui suivent la re des opérations de statistique, les és G sont transmis, par les bureaux ange qui les ont établis, aux bureaux ange de l'Office débiteur pour être us de leur acceptation. Ceux-ci, avoir accepté ces relevés, les transoffice enters in a Table F, which it joins to its dispatch, the total weight, according to their nature, of the articles of this class which it delivers in open-mail to the corresponding exchange office, and that office, after verification, takes charge of the articles and forwards them to their destinations, mixed with its own in respect to the payment, if required, of charges for further conveyance.

At the request of the Offices interested, it is necessary to distinguish in the Table F the origin of the articles subject to the maritime transit rates of 15 francs per kilogram of letters and post-cards and 1 franc per kilogram of other articles, to be divided between several Administrations.

5.—Any error in the statement of the exchange office which has dispatched the Table F is immediately notified to that office by means of a Bulletin of verification, notwithstanding the correction made in the Table itself.

6.—If there be no articles liable to a charge for intermediary or foreign conveyance, the Table F is not prepared, and the dispatching office enters at the head of the Letter Bill the words: "No Table F." In case of the unexplained omission of this Table, the irregularity is likewise reported, by means of a Bulletin of verification, to the office at fault, and must be immediately corrected by the latter.

XXV.

Closed Mails.

1.—The articles exchanged in closed mails, between two Offices of the Union or between an Office of the Union and an Office foreign to the Union, across the territory or by means of the services of one or more Offices, forms the subject of a statement in conformity with Form G annexed to the present Regulations, which is prepared according to the following stipulations.

2.—As regards the mails from one country of the Union for another country of the Union, the dispatching exchange office enters in the Letter Bill for the receiving exchange office, the net weight of the letters and post cards and that of the other articles, without distinction of the origin or destination of the articles. These entries are verified by the receiving office, which prepares, at the end of the statistical period, the statement above mentioned, in as many copies as there are Offices interested, including the Office of the place of dispatch.

3.—In the four days which follow the close of the statistical operations, the statements G are transmitted by the exchange offices which prepared them to the exchange offices of the debtor Administration for acceptance by them. The latter, after having accepted the state-

mettent à l'Administration centrale dont ils relèvent, chargée de les répartir entre les Offices intéressés.

4.—En ce qui concerne les dépêches closes échangées entre un pays de l'Union et un pays étranger à l'Union, par l'intermédiaire d'un ou de plusieurs Offices de l'Union, les bureaux d'échange du pays de l'Union dressent, pour les dépêches expédiées ou reçues, un relevé G qu'ils transmettent à l'Office de sortie ou d'entrée, lequel établit, à la fin de la période de statistique, un relevé général en autant d'expéditions qu'il y a d'Offices intéressés, y compris lui-même et l'Office de l'Union débiteur. Une expédition de ce relevé est transmise à l'Office débiteur, ainsi qu'à chacun des Offices qui ont pris part au transport des dépêches.

Sur la demande des Offices intéressés, les bureaux d'échange doivent distinguer sur la feuille d'avis l'origine et la destination des correspondances soumises à des frais de transit maritime de 15 francs et de 1 franc, à répartir entre plusieurs Administrations.

5.—Après chaque période de statistique, les Administrations qui ont expédié des dépêches en transit envoient la liste de ces dépêches aux différentes Administrations dont elles ont emprunté l'intermédiaire.

6.—Le simple entrepôt, dans un port, de dépêches closes apportées par un paquebot et destinées à être reprises par un autre paquebot, ne donne pas lieu au paiement de frais de transit territorial au profit de l'Office des postes du lieu d'entrepôt.

XXVI.

Dépêches échangées avec des Bâtiments de Guerre.

1.—L'établissement d'un échange, en dépêches closes, entre un Office postal de l'Union et des divisions navales ou bâtiments de guerre de même nationalité, doit être notifié, autant que possible à l'avance, aux Offices intermédiaires.

2.—La suscription de ces dépêches est rédigée comme suit:

Du bureau de .....

Pour { la division navale (nationalité) de (désignation de la division) à..... / le bâtiment (nationalité) le (nom du bâtiment) à..... }

ou

De la division navale (nationalité) de (désignation de la division) à.....

Du bâtiment (nationalité) le (nom du bâtiment) à .....

Pour le bureau de .....

(Pays)

ments, transmit them to the central Administration to which they are subordinate, which is charged with the duty of distributing them among the Offices interested.

4.—As regards the closed mails exchanged between a country of the Union and a country foreign to the Union, through the intermediary of one or more Offices of the Union, the exchange offices of the Union country prepare, for each mail dispatched or received, a statement G which they transmit to the Office of departure or entry; this latter prepares, at the end of the statistical period, a general statement in as many copies as there are Offices interested, including itself and the debtor Office of the Union. One copy of this statement is transmitted to the debtor Office, and one to each of the Offices which have participated in the conveyance of the mails.

At the request of the Offices interested, the exchange offices must distinguish on the Letter Bill the origin and destination of the articles subject to maritime transit charges of 15 francs and 1 franc, to be divided among several Administrations.

5.—After each statistical period, the Administrations which have dispatched mails in transit send a list of such mails to the different Administrations which they have used as intermediaries.

6.—The mere storing, at a port, of closed mails brought by one vessel, and intended for dispatch by another, does not give rise to the payment of territorial transit charges to the Post-Office of the place where these mails are stored.

XXVI.

Mails exchanged with Naval Vessels.

1.—The establishment of an exchange, of closed mails, between a Post Office of the Union and naval squadrons or ships of war of the same nationality, must be notified, as far as possible in advance to the intermediary Offices

2.—The address of such mails should be as follows:

From the post-office of .....

For { the (nationality) naval squadron of (designation of the squadron) at ..... / the (nationality) vessel, (name of vessel) at..... }

or

From the (nationality) naval squadron of (designation of the squadron) at.

From the (nationality) vessel (name of vessel) at .....

For the post-office of .....

(country)

es dépêches à destination ou pro-
de divisions navales ou de bâti-
le guerre sont acheminées, sauf in-
n d'une voie spéciale sur l'adresse,
voies les plus rapides et dans les
conditions que les dépêches
ées entre bureaux de poste.
i les bâtiments ne se trouvent pas
de destination quand les dépêches
adresse y arrivent, ces dépêches
nservées au bureau de poste, en at-
t leur retrait par le destinataire
réexpédition sur un autre point.
xpédition peut être demandée, soit
ffice postal d'origine, soit par le
ndant de la division navale ou du
nt destinataire, soit enfin par un
de même nationalité.
elles des dépêches dont il s'agit
rtent la mention „Aux soins du
de . . . . " sont consignées au
at du pays d'origine. Elles peu-
tre ultérieurement, à la demande
nsul, réintégrées dans le service
et réexpédiées sur le lieu d'origine
une autre destination.
es dépêches à destination d'un
nt de guerre sont considérées
étant en transit jusqu'à leur re-
u commandant de ce bâtiment de
, alors même qu'elles auraient été
ivement adressées aux soins d'un
de poste ou à un Consul chargé
ir d'agent de transport intermé-
elles ne sont donc pas considérées
étant parvenues à leur adresse,
u'elles n'auront pas été délivrées
iment de guerre respectif.
l incombe à l'Administration du
lont les bâtiments de guerre re-
de dresser les tableaux G pour les
es échangées. Ces dépêches doi-
endant la période de statistique,
sur des étiquettes les indications
tes:
poids net des lettres et cartes
es;
poids net des autres objets, et

route suivie ou à suivre.

le cas où une dépêche à l'adresse
âtiment de guerre est réexpédiée
t la période de statistique, l'Office
diteur en informe l'Office du pays
bâtiment relève.

3.—Mails destined for or sent from naval squadrons or ships of war are forwarded, unless a special route be indicated in the address, by the most rapid routes and under the same conditions as mails exchanged between post-offices.

4.—If the vessels are not at the place of destination when the mails addressed to them arrive there, the mails are held at the post office, until claimed by the addressee or reforwarded to another place. The reforwarding may be requested, either by the office of origin, or by the commander of the naval squadron or ship addressed, or finally by a Consul of the same nationality.

5.—Such of the mails in question as bear the endorsement "In care of the Consul of . . . . " are delivered to the Consulate of the country of origin. At the request of the Consul, they may be received back into the postal service and be reforwarded to the place of origin or to some other destination.

6.—Mails addressed to a ship of war are considered as being in transit until delivered to the commander of that ship, even when they were originally addressed in care of a post office or a Consul charged to serve as agent for intermediary conveyance; they are not therefore considered as having reached their address, until they have been delivered to that ship.

7.—It is incumbent on the Administration of the country to which the ships of war belong to prepare Tables G for the mails exchanged. During the statistical periods these mails must bear on the labels the following indications:

a) the net weight of letters and post cards;
b) the net weight of other articles, and
c) the route followed or to be followed.

In case a mail addressed to a ship of war is reforwarded during a statistical period, the reforwarding office informs the office of the country to which the ship belongs.

XXVII.

Compte des Frais de Transit.

es tableaux F et G sont résumés
n compte particulier par lequel on
, en francs et centimes, le prix an-
transit revenant à chaque Office,
tipliant les totaux par 13. Dans
où le multiplicateur ne se rapporte
la périodicité du service, ou lors-
agit d'expéditions extraordinaires

XXVII.

Account of Transit Expenses.

1.—The Tables F and G are incorporated in a special account, in which is shown, in francs and centimes, the annual amount of transit payment accruing to each Office, by multiplying the totals by 13. In case the multiplier does not correspond with the periodicity of the service, or when a question arises as

faites pendant la période statistique, les Administrations intéressées s'entendent pour l'adoption d'un autre multiplicateur. Le soin d'établir ce compte incombe à l'Office créditeur, qui le transmet à l'Office débiteur. Le multiplicateur admis fait chaque fois règle pour les 3 années d'une même période de statistique.

2.—Le solde résultant de la balance des comptes réciproques entre deux Offices est payé par l'Office débiteur à l'Office créditeur, en francs effectifs et au moyen de traites tirées sur une place du pays créditeur au gré de l'Office débiteur. Les frais du paiement, y compris les frais d'escompte, restent, le cas échéant, à la charge de l'Office débiteur.

3.—L'établissement, l'envoi et le paiement des comptes des frais de transit afférents à un exercice doivent être effectués dans le plus bref délai possible, et, au plus tard, avant l'expiration du premier semestre de l'exercice suivant. En tout cas, si l'Office qui a envoyé le compte n'a reçu dans cet intervalle aucune observation rectificative, ce compte est considéré comme admis de plein droit. Cette disposition s'applique également aux observations non contestées faites par un office sur les comptes présentés par un autre Office. Passé ce délai de six mois, les sommes dues par un Office à un autre Office sont productives d'intérêts, à raison de 5 pour cent l'an et à dater du jour d'expiration dudit délai.

Les paiements des frais de transit pour la première et au besoin pour la seconde année de chaque période triennale s'effectuent provisoirement, à la fin de l'année, sur les bases de la statistique précédente, sauf règlement ultérieur des comptes d'après les résultats de la statistique nouvelle.

4.—Est réservée, toutefois, aux Offices intéressés la faculté de prendre d'un commun accord, d'autres dispositions que celles qui sont formulées dans le présent article.

XXVIII.

Exceptions en Matière de Poids.

Il est admis, par mesure d'exception, que les États qui, à cause de leur régime intérieur, ne peuvent adopter le type de poids décimal métrique, ont la faculté d'y substituer l'once *avoirdupois* (28 gr. 3465), en assimilant une demi-once à 15 grammes et deux onces à 50 grammes, et d'élever, au besoin, la limite du port simple des journaux à quatre onces, mais sous la condition expresse que, dans ce dernier cas, le port des journaux ne soit pas inférieur à 10 centimes et qu'il soit perçu un port entier par numéro de journal, alors même

to exceptional dispatches made during the statistical period, the Administrations interested arrange for the adoption of another multiplier. The duty of preparing this account devolves on the creditor Office which transmits it to the debtor Office. The multiplier agreed upon is used every time during the 3 years of one and the same statistical period.

2.—The balance resulting from the reciprocal accounts between two Offices is paid by the debtor Office to the creditor Office, in effective francs, and by means of bills of exchange drawn on a place in the creditor country at the option of the debtor Office. The costs of payment, including the discount charges, if any, are borne by the debtor Office.

3.—The preparation, transmission, and payment of the accounts of transit expenses relating to a period of service must be effected with the least possible delay, and, at the latest, before the expiration of the first six months of the following period of service. In all cases, if the Office which has transmitted the account has not received during that period a correcting observation, the account is considered as duly accepted. This provision likewise applies to uncontested observations made by one Office relative to the accounts presented by another. When this term of six months has passed, the amounts due by one Office to another Office are subject to interest at the rate of 5 per cent. per annum, dating from the day of expiration of said term.

The payments of transit expenses for the first and, if necessary, for the second year of each triennial period are made provisionally, at the end of the year, on the basis of the previous statistics, subject to a subsequent adjustment of the accounts according to the results of the new statistics.

4.—The Offices interested are, however, at liberty to make, by mutual agreement, other arrangments than those formulated in the present Article.

XXVIII.

Exceptions in Matters of Weight.

As an exceptional measure, it is agreed that the States which, in consequence of their domestic regulations, are unable to adopt the decimal metrical system of weight, have the right to substitute for it the ounce avoirdupois (28.3465 grams), by assimilating a half-ounce to 15 grams, and two ounces to 50 grams, and to raise, if needful, the limit of the single rate of postage on newspapers to four ounces, but under the express condition that, in the latter case, the postage on newspapers be not less than 10 centimes, and

eurs journaux se trouveraient ans un même envoi.

that an entire rate of postage be charged for each copy of the newspaper, even though several newspapers be included in the same package.

XXIX.

on d'Objets ordinaires non parvenus.

te réclamation relative à un correspondance ordinaire non i destination donne lieu au pro- ant:

it remis au réclamant une for- forme au modèle H ci-annexé, re d'en remplir, aussi exacte- possible, la partie qui le con-

ureau où la réclamation s'est transmet la formule directement a correspondant. La transmis- etne d'office et sans aucun écrit.

ureau correspondant fait pré- formule au destinataire ou à l'ex- selon le cas, avec prière de es renseignements à ce sujet.

ie de ces renseignements, la st renvoyée d'office au bureau essée.

s le cas où la réclamation est fondée, elle est transmise à tration centrale pour servir de investigations ultérieures.

oins d'entente contraire, la for- rédigée en français ou porte une n française.

te Administration peut exiger, otification adressée au Bureau nal, que l'échange des réclama- ce qui la concerne, soit effectué emise des Administrations cen- par l'intermédiaire d'un bureau ent désigné.

XXIX.

Applications for Ordinary Articles which have failed to reach their Destination.

1.—Every application respecting an article of ordinary correspondence which has failed to reach its destination gives rise to the following procedure:

1st. A form similar to the Form H hereto annexed is handed to applicant with the request to fill up, as exactly as possible, the portion which concerns him.

2nd. The office at which the application originates transmits the Form direct to the corresponding office. It is transmitted officially and without any written communication.

3d. The corresponding office causes the Form to be handed to the addressee or to the sender, as the case may be, with the request that particulars on the subject be furnished.

4th. With these particulars added the Form is sent back officially to the office which prepared it.

5th. In case the application proves to be well founded, it is transmitted to the Central Administration, to serve as a basis for further investigations.

6th. Unless there be an agreement to the contrary, the Form is drawn up in French or bears a French translation.

2.—Any Administration may require, by a notification addressed to the International Bureau, that the exchange of applications, so far as that Administration is concerned, shall be effected through the intervention of the Central Administrations, or the intermediary of an office specially designated.

XXX.

Correspondances et Rectification d'Adresses.

ır les demandes de renvoi ou de ion de correspondances, ainsi les demandes de rectification s, l'expéditeur doit faire usage nule conforme au modèle I an- ésent Règlement. En remet- réclamation au bureau de poste, ur doit y justifier de son identité re, s'il y a lieu, le bulletin du près la justification, dont l'Ad- ion du pays d'origine assume la ilité, il est procédé de la ma- ante:

demande est destinée à être par voie postale, la formule,

XXX.

Withdrawal of Articles and Correction of Addresses.

1.—For requests to have articles returned or reforwarded, as well as for requests to have addresses corrected, the sender must use a form similar to Form J annexed to the present Regulations. In transmitting this request to the post office, the sender must establish his identity and produce, if necessary, the certificate of mailing. After identification, the responsibility for which is assumed by the country of origin, the following course is pursued:

1st. If the request is to be transmitted by mail, the Form, accompanied by a

accompagnée d'un fac-similé parfait de l'enveloppe ou suscription de l'envoi, est expédiée directement, sous pli recommandé, au bureau de poste destinataire;

2° Si la demande doit être faite par voie télégraphique, la formule est déposée au service télégraphique chargé d'en transmettre les termes au bureau de poste destinataire.

2.—A la réception de la formule I ou du télégramme en tenant lieu, le bureau de poste destinataire recherche la correspondance signalée et donne à la demande la suite nécessaire.

Toutefois, s'il s'agit d'un changement d'adresse demandé par voie télégraphique, le bureau destinataire se borne à retenir la lettre et attend, pour faire droit à la demande, l'arrivée du fac-similé nécessaire.

Si la recherche est infructueuse, si l'objet a déjà été remis au destinataire ou si la demande par voie télégraphique n'est pas assez explicite pour permettre de reconnaître sûrement l'objet de correspondance indiqué le fait est signalé immédiatement au bureau d'origine, qui en prévient le réclamant.

3.—A moins d'entente contraire, la formule I est rédigée en français ou porte une traduction sublinéaire en cette langue, et, dans le cas d'emploi de la voie télégraphique, le télégramme est formulé en langue française.

4. Une simple correction d'adresse (sans modification du nom ou de la qualité du destinataire) peut aussi être demandée directement au bureau destinataire, c'est-à-dire sans l'accomplissement des formalités prescrites pour le changement d'adresse proprement dit.

5.—Toute Administration peut exiger, par une notification adressée au Bureau international, que l'échange des réclamations, en ce qui la concerne, soit effectué par l'entremise des Administrations centrales ou d'un bureau spécialement désigné.

Dans le cas où l'échange des réclamations s'effectue par l'entremise des Administrations centrales, il doit être tenu compte des demandes expédiées directement par les bureaux d'origine aux bureaux de destination, dans ce sens que les correspondances y relatives sont exclues de la distribution jusqu'à l'arrivée de la réclamation de l'Administration centrale.

Les administrations qui usent de la faculté prévue par le premier alinéa du présent paragraphe, prennent à leur charge les frais que peut entraîner la transmission, dans leur service intérieur, par voie postale ou télégraphique, des communications à échanger avec le bureau destinataire.

perfect facsimile of the envelope or address of the article, is forwarded direct, under registration, to the post office of destination;

2nd. If the request is to be made by telegraph, the Form is handed to the telegraph service which is charged to transmit its contents to the post office of destination;

2.—Upon receipt of Form J, or of the telegram taking its place, the office of destination institutes an inquiry for the articles indicated and takes such steps as may be necessary;

If, however, the request for change of address has been made by telegraph, the office of destination simply retains the letter, and defers compliance with the request until the necessary facsimile arrives.

If the inquiry is without result, if the article has already been delivered to the addressee, or if the request by telegraph is not explicit enough to allow the article indicated to be recognized with absolute certainty, the fact is immediately made known to the office of origin, which communicates it to the claimant.

3.—Unless there be an agreement to the contrary, Form J is drawn up in French or bears an interlinear translation in that language, and, in case the telegraph is used, the telegram is written in the French language.

4.—A simple correction of address (without change of the name or description of the addressee) may also be requested direct of the office of destination, that is to say, without conforming to the formalities prescribed for a change of address properly so called.

5.—Any Administration may require, by means of a notification addressed to the International Bureau, that the exchange of applications, so far as that Administration is concerned, shall be effected through the intermediary of the Central Administrations or of an office specially designated.

In cases where the exchange of applications is effected through the intermediary of the Central Administrations, requests sent directly by the office of origin to the office of destination must be taken into account to the extent that the article concerned shall be withheld from delivery until the arrival of the application from the Central Administration.

The Administrations which avail themselves of the liberty given by the first section of the present paragraph, take upon themselves the expenses involved by the transmission in their domestic service, by mail or telegraph, of the communications to be exchanged with the office of destination.

XXXI.

our l'Affranchissement, de Timposte présumés Frauduleux.

s réserve des dispositions que la législation de chaque pays, s les cas où cette réserve n'est ısément stipulée dans les dispoprésent article, le procédé cisuivi pour la constatation de ›our l'affranchissement, de timfrauduleux:

ıue la présence, sur un envoi .e, d'un timbre-poste fraudurefait ou ayant déjà servi), est au départ, par un Office dont ion particulière n'exige pas la nédiate de l'envoi, la figurine ·ée d'aucune façon, et l'envoi, s une enveloppe à l'adresse du stinataire, est acheminé sous dation d'office.

› formalité est notifiée, sans Administrations des pays d'orie destination, au moyen d'un orme au modèle K annexé au ègiement. Un exemplaire de ıt, en outre, transmis au bureau ıtion dans l'enveloppe qui ren›jet revêtu du timbre-poste réduleux.

estinataire est convoqué pour la contravention.

se de l'envoi n'a lieu que dans e destinataire ou son fondé de ›onsent à faire connaître le nom e de l'expéditeur, et à mettre à tion de la poste, après avoir ıissance du contenu, l'objet ent inséparable du corps du délit partie de l'objet (enveloppe, ›rtion de lettre, etc.) qui conıscription et le timbre signalé ıuduleux.

ésultat de la convocation est ›ar un procès-verbal conforme › L annexé au présent Règle- ı il est fait mention des incivenus, tels que non-comparu- ı de recevoir l'envoi, de l'ouvrir ire connaître l'expéditeur, etc. ıent est signé par l'agent des ›ar le destinataire de l'envoi ou de pouvoirs; si ce dernier refuse , le refus est constaté aux lieu e la signature.

ès-verbal est transmis, avec appui et par l'intermédiaire de tration du pays de destination, ıistration des postes du pays qui, à l'aide de ces documents, ıuivre, s'il a lieu, la repression tion, d'après sa législation in-

XXXI.

Use, for the Prepayment of Postage, of Postage-stamps presumed to be fraudulent.

1.—Subject to the regulations prescribed by the laws of each country, even in the cases where this reservation is not expressly stipulated in the provisions of the present Article, the following mode of procedure is employed for detecting the use of fraudulent postage stamps for the prepayment of postage:

a) When the presence of a fraudulent postage-stamp (counterfeit, or one already used) on any article whatever is detected, at the time the mail is dispatched, by the post office of a country the legislation of which does not require the immediate seizure of the article, the stamp is not altered in any way, and the article, placed in an envelope addressed to the office of destination, is forwarded under official registration.

b) This formality is notified, without delay, to the Administrations of the countries of origin and destination, by means of a notice in conformity with Form K annexed to the present Regulations. A copy of this notice is also transmitted to the post office of destination in the envelope which encloses the article bearing the supposed fraudulent postage-stamp.

c) The addressee is summoned for the purpose of verifying the offence.

The delivery of the article takes place only in case the addressee or his representative consents to make known the name and address of the sender, and to place at the disposal of the post office, after having taken cognizance of its contents, the entire article if it is inseparable from the substance of the offence, or the part of the article (envelope, wrapper, portion of the letter, etc.) which contains the address and the postage stamp said to be fraudulent.

d) The result of the investigation is incorporated in a deposition in conformity with Form L annexed to the present Regulations, in which are mentioned the incidents which have happened, such as nonappearance, refusal to receive the article, to open it, or to make known the sender, etc. This document is signed by the postal official and by the addressee of the article or his representative; if the latter refuses to sign, the refusal is entered instead of, and in the place of the signature.

The deposition is transmitted, with the vouchers relating thereto, through the intermediary of the Administration of the country of destination, to the Postal Administration of the country of origin which, with the aid of these documents, proceeds, if necessary, to take notice of the offence, in accordance with its domestic legislation.

XXXII.

Répartition des Frais du Bureau International.

1.—Les frais communs du Bureau international ne doivent pas dépasser, par année, la somme de 125,000 francs, non compris les frais spéciaux auxquels donne lieu la réunion d'un Congrès ou d'une Conférence.

2.—L'Administration des postes suisses surveille les dépenses du Bureau international, fait les avances nécessaires et établit le compte annuel, qui est communiqué à toutes les autres Administrations.

3.—Pour la répartition des frais, les pays de l'Union sont divisés en sept classes, contribuant chacune dans la proportion d'un certain nombre d'unités, savoir:

1re classe	- -	25 unités.
2e "	- -	20 "
3e "	- -	15 "
4e "	- -	10 "
5e "	- -	5 "
6e "	- -	3 "
7e "	- -	1 unité.

4.—Ces coefficients sont multipliés par le nombre des pays de chaque classe, et la somme des produits ainsi obtenus fournit le nombre d'unités par lequel la dépense totale doit être divisée. Le quotient donne le montant de l'unité de dépense.

5.—Les pays de l'Union sont classés ainsi qu'il suit, en vue de la répartition des frais:

1re classe: Allemagne, Autriche-Hongrie, États-Unis d'Amérique, France, Grande-Bretagne, Inde britannique, colonies britanniques de l'Australasie, ensemble des autres colonies et protectorats britanniques moins le Canada, Italie, Russie, Turquie;

2e classe: Espagne;

3e classe: Belgique, Brésil, Canada, Égypte, Japon, Pays Bas, Roumanie, Suède, colonies ou provinces espagnoles d'outre-mer, colonies françaises, Indes orientales néerlandaises;

4e classe: Danemark, Norvège, Portugal, Suisse, colonies portugaises;

5e classe: Argentine (République), Bulgarie, Chili, Colombie, Grèce, Mexique, Pérou, Serbie, Tunisie;

6e classe: Bolivie, Costa-Rica, République Dominicaine, Équateur, Guatemala, Haïti, République du Honduras, Luxembourg, Nicaragua, Paraguay, Perse, Protectorats allemands, Salvador, Royaume de Siam, Uruguay, Vénézuéla, colonies danoises, colonie de Curaçao (ou Antilles néerlandaises), colonie de Surinam (ou Guyane néerlandaise);

7e classe: État indépendant du Congo, Hawaï, Libéria, Monténégro.

XXXII.

Division of the Expenses of the International Bureau.

1.—The ordinary expenses of the International Bureau must not exceed the sum of 125,000 francs annually, not including the special expenses to which the meeting of a Congress or a Conference may give rise.

2.—The Swiss Postal Administration superintends the expenses of the International Bureau, makes the necessary advances, and prepares the annual account, which is communicated to all the other Administrations.

3.—For the apportionment of the expenses, the countries of the Union are divided into seven classes, each contributing in the proportion of a certain number of units, viz:

1st class	- -	25 units.
2d "	- -	20 "
3d "	- -	15 "
4th "	- -	10 "
5th "	- -	5 "
6th "	- -	3 "
7th "	- -	1 unit.

4.—These coefficients are multiplied by the number of countries of each class, and the total of the products thus obtained furnishes the number of units by which the total expense is to be divided. The quotient gives the amount of the unit of expense.

5.—The countries of the Union are classified as follows, in view of the division of the expenses:

1st class: Germany, Austria-Hungary, United States of America, France, Great Britain, British India, British Colonies of Australasia, the whole of the other British Colonies and Protectorates except Canada, Italy, Russia, Turkey;

2d class: Spain;

3d class: Belgium, Brazil, Canada, Egypt, Japan, Netherlands, Roumania, Sweden, Spanish Colonies or Provinces beyond the sea, French Colonies, Netherlands East Indies;

4th class: Denmark, Norway, Portugal, Switzerland, Portuguese Colonies;

5th class: Argentine Republic, Bulgaria, Chili, Colombia, Greece, Mexico, Peru, Servia, Tunis;

6th class: Bolivia, Costa Rica, Dominican Republic, Ecuador, Guatemala, Haiti, Republic of Honduras, Luxemburg, Nicaragua, Paragnay, Persia, German Protectorates, Salvador, Kingdom of Siam, Uruguay, Venezuela, Danish Colonies, Colony of Curaçao (or Netherlands West Indies), Colony of Surinam (or Netherlands Guiana);

7th class: Independent State of Congo, Hawaii, Liberia, Montenegro.

XXXIII.

:ations à adresser au Bureau International.

Bureau international sert d'in-
ire aux notifications régulières
les qui intéressent les relations
onales.
Administrations faisant partie
n doivent se communiquer, no-
, par l'intermédiaire du Bureau
onal:
lication des surtaxes qu'elles per-
par application de l'article 5 de
ntion, en plus de la taxe de
soit pour port maritime, soit
is de transport extraordinaire,
la nomenclature des pays par
auxquels ces surtaxes sont per-
s'il y a lieu, la désignation des
en motivent la perception;

llection en cinq exemplaires de
timbres-poste;
s si elles entendent user de la
ui est laissée aux Administra-
ppliquer ou de ne pas appliquer
dispositions générales de la
on et du présent Règlement.
ute modification apportée ulté-
nt, à l'égard de l'un ou l'autre
points ci-dessus mentionnés,
notifiée sans retard de la même

Bureau international reçoit
t de toutes les Administrations
n deux exemplaires de tous les
ts qu'elles publient, tant sur le
térieur que sur le service inter-

correspondances adressées par
nistrations de l'Union au Bureau
nal et vice versa, sont assimi-
la franchise de port, aux cor-
nces échangées entre les Admi-
s.

XXXIV.

Statistique Générale.

que Administration fait parve-
in du mois de juillet de chaque
Bureau international, une série
plète que possible de renseigne-
tistiques se rapportant à l'année
te, sous forme de tableaux con-
analogues aux modèles ci-an-
et N.
opérations de service qui don-
à enregistrement font l'objet de
ériodiques, d'après les écritures
s.
ur toutes les autres opérations il
dé à un dénombrement, pendant
ine au moins pour les échanges
s, et pendant quatre semaines

XXXIII.

Communications to be addressed to the International Bureau.

1.—The International Bureau serves as the intermediary for regular and general notifications which concern the international relations.

2.—The Administrations forming the Union must communicate to each other, specially, through the intermediary of the International Bureau:

1st. Information relative to the surtaxes which they levy, by virtue of Article 5 of the Convention, in addition to the Union rate, whether for maritime conveyance or for the expenses of extraordinary conveyance, as well as a list of the countries in relation to which these surtaxes are levied, and, if necessary, the designation of the routes which cause their collection.

2nd. Five complete sets of their postage-stamps.

3d. Notice whether the Administrations intend to use the option allowed to them to apply or not to apply certain general provisions of the Convention and of the present Regulations.

3.—Every modification adopted hereafter in regard to one or other of the three points above-mentioned, must be notified without delay in the same manner.

4.—The International Bureau likewise receives from all the Administrations of the Union two copies of all the documents which they publish, whether relating to the domestic service or to the international service.

5.—The correspondence addressed by the Administrations of the Union to the International Bureau, and vice-versa, is assimilated, as regards freedom from postage, to the correspondence exchanged between the Administrations.

XXXIV.

General Statistics.

1.—Each Administration transmits at the end of the month of July of each year, to the International Bureau, a series of statistical data as complete as possible, relating to the preceding year, in the form of Tables in conformity with or analogous to Forms M and N annexed hereto.

2.—The operations of the service which give rise to the keeping of records, form the subject of periodical statements, based upon the entries made.

3.—As regards all other operations a count is made, during one week at least for daily exchanges, and during four weeks for exchanges other than daily,

pour les échanges non quotidiens, avec faculté pour chaque Administration de faire un dénombrement séparé pour chaque catégorie de correspondances.

4.—Est réservé à chaque Administration le droit de procéder à ce dénombrement aux époques qui se rapprochent le plus de la moyenne de son trafic postal.

5.—Le Bureau international est chargé de faire imprimer et de distribuer les formules de statistique à remplir par chaque Administration. Il est chargé, en outre, de fournir aux Administrations qui en feront la demande toutes les indications nécessaires sur les règles à suivre pour assurer, autant que possible, l'uniformité des opérations de statistique.

leaving it optional with each Administration to make a separate count for each class of articles.

4.—There is reserved to each Administration the right to make this count at periods which come nearest to the average of its postal traffic.

5.—The International Bureau is charged with the duty of printing and distributing the statistical Forms to be filled out by each Administration. It is likewise obliged to furnish to the Administrations which may make the request, all the necessary information relative to the rules to be followed in order to ensure, as far as possible, uniformity in the statistical operations.

XXXV.

Attributions du Bureau International.

1.—Le Bureau international dresse une statistique générale pour chaque année.

2.—Il rédige, à l'aide des documents qui sont mis à sa disposition, un journal spécial en langues allemande, anglaise et française.

3.—Tous les documents publiés par le Bureau international sont distribués aux Administrations de l'Union, dans la proportion du nombre d'unités contributives assignées à chacune d'elles par l'article XXXII précédent.

4.—Les exemplaires et documents supplémentaires qui seraient réclamés par ces Administrations sont payés à part, d'après leur prix de revient.

5.—Le Bureau international doit, d'ailleurs, se tenir en tout temps à la disposition des membres de l'Union, pour leur fournir, sur les questions relatives au service international des postes, les renseignements spéciaux dont ils pourraient avoir besoin.

6.—Le Bureau international instruit les demandes de modification ou d'interprétation des dispositions qui régissent l'Union. Il notifie les résultats de chaque instruction, et toute modification ou résolution adoptée n'est exécutoire que deux mois, au moins, après sa notification.

7.—Le Bureau international opère la balance et la liquidation des décomptes de toute nature entre les Administrations de l'Union qui déclarent vouloir emprunter l'intermédiaire de ce Bureau dans les conditions déterminées par l'article XXXVI ci-après.

8.—Le Bureau international prépare les travaux des Congrès ou Conférences. Il pourvoit aux copies et impressions nécessaires, à la rédaction et à la distribution des amendements, procès-verbaux et autres renseignements.

9.—Le Directeur de ce Bureau assiste aux séances des Congrès ou Conférences

XXXV.

Duties of the International Bureau.

1.—The International Bureau prepares general statistics for each year.

2.—It publishes, by the aid of the documents which are put at its disposal, a special journal in the German, English and French languages.

3.—All the documents published by the International Bureau are distributed to the Administrations of the Union in the proportion of the number of contributive units assigned to each by Article XXXII preceding.

4.—Any additional copies and documents which may be applied for by these Administrations are paid for separately, at prime cost.

5.—The International Bureau must, besides, hold itself always at the disposal of the members of the Union for the purpose of furnishing them with any special information they may require upon questions relating to the international postal service.

6.—The International Bureau makes known requests for the modification or interpretation of the stipulations which govern the Union. It notifies the results of each application, and no modification or resolution adopted is binding until two months, at least, after its notification.

7.—The International Bureau effects the balance and liquidation of accounts of every kind between the Administrations of the Union which declare their wish to use the intermediary of that Bureau on the conditions described by Article XXXVI hereafter.

8.—The International Bureau prepares the business to be submitted to the Congresses or Conferences. It undertakes the necessary copying and printing, the editing and distribution of amendments, journals of proceedings, and other information.

9.—The Director of this Bureau attends the sessions of the Congresses or Confer-

et prend part aux discussions sans voix délibérative.

10.—Il fait sur sa gestion un rapport annuel qui est communiqué à toutes les Administrations de l'Union.

11.—La langue officielle du Bureau international est la langue française.

12.—Le Bureau international est chargé de publier un dictionnaire alphabétique de tous les bureaux de poste du monde, avec une mention spéciale pour ceux de ces bureaux chargés de services qui ne sont pas encore généralisés. Ce dictionnaire est tenu au courant au moyen de suppléments ou de toute autre manière que le Bureau international jugera convenable.

Le dictionnaire mentionnée au présent paragraphe est livré au prix de revient aux Administrations qui en font la demande.

and takes part in the discussions, but without the power of voting.

10.—He publishes an annual Report on the work of the Bureau, which is communicated to all the Administrations of the Union.

11.—The official language of the International Bureau is the French language.

12.—The International Bureau is charged with the duty of publishing an alphabetical dictionary of all the post-offices of the world, with special indication of such of these offices as undertake services which have not yet become general. This dictionary is kept up to date by means of supplements, or in any other manner which the International Bureau may deem suitable.

The dictionary mentioned in the present paragraph is furnished at prime cost to the Administrations which may apply for it.

XXXVI.

Office Central de Comptabilité et de Liquidation des Comptes entre les Administrations de l'Union.

1.—Le Bureau international de l'Union postale universelle est chargé d'opérer la balance et la liquidation des décomptes de toute nature relatifs au service international des postes entre les Administrations des pays de l'Union qui ont le franc pour unité monétaire ou qui se sont mis d'accord sur le taux de conversion de leur monnaie en francs et centimes métalliques.

Les Administrations qui ont l'intention de réclamer, pour ce service de liquidation, le concours du Bureau international, se concertent, à cet effet, entre elles et avec ce Bureau.

Malgré son adhésion, chaque Administration conserve le droit d'établir à son choix des décomptes spéciaux pour diverses branches du service et d'en opérer à sa convenance le règlement avec ses correspondants, sans employer l'intermédiaire du Bureau international, auquel, à teneur de l'alinéa qui précède, elle se borne à indiquer pour quelles branches de service et pour quels pays elle réclame ses offices.

Sur la demande des Administrations intéressées, les décomptes télégraphiques peuvent aussi être adiqués au Bureau international pour entrer dans la compensation des soldes.

Les Administrations qui auront emprunté l'intermédiaire du Bureau international pour la balance et la liquidation des décomptes peuvent cesser d'user de cet intermédiaire trois mois après qu'ils en auront averti ledit Bureau.

2.—Après avoir débattu et arrêté leurs comptes, les Administrations se font par-

XXXVI.

Central Office of Settlement and Liquidation of Accounts between the Administrations of the Union.

1.—The International Bureau of the Universal Postal Union is charged with the duty of effecting the balance and liquidation of accounts of every kind relating to the international postal service between the Administrations of the countries of the Union which have the franc for their monetary unit or which have come to an agreement as regards the rate of conversion of their currency into metallic francs and centimes.

The Administrations which intend to claim the aid of the International Bureau for this service of liquidation, arrange accordingly among themselves and with the Bureau.

Notwithstanding its adhesion, each Administration retains the right to prepare, at its option, special accounts for different branches of the service, and to effect the settlement of them, to suit itself, with its correspondents, without using the intermediary of the International Bureau; simply advising the Bureau, in accordance with the provision of the preceding paragraph, for which branches of the service and for which countries it intends to employ its services.

At the request of the Administrations interested, the telegraph accounts may also be reported to the International Bureau, to be included in the settlement of the balances.

The Administrations which shall have used the intermediary of the International Bureau for the balancing and liquidation of accounts, may cease to use this intermediary three months after giving notice to the Bureau to that effect.

2.—After having examined and accepted their accounts, the Administrations trans-

venir réciproquement une reconnaissance de leur Doit, établi en francs et centimes, en y constatant l'objet, la période et le résultat du décompte.

3.—Chaque Administration adresse mensuellement, au Bureau international, un tableau indiquant son Avoir du chef des décomptes particuliers, ainsi que le total des sommes dont elle est créditrice envers chacune des Administrations contractantes; chaque créance figurant dans ce tableau doit être justifiée par une reconnaissance de l'Office débiteur.

Ce tableau doit parvenir au Bureau international le 19 de chaque mois au plus tard, sous peine de n'être compris que dans la liquidation du mois suivant.

4.—Le Bureau international constate, en rapprochant les reconnaissances, si les tableaux sont exacts. Toute rectification nécessaire est notifiée aux Offices intéressés.

Le Doit de chaque Administration envers une autre est reporté dans un tableau récapitulatif; afin d'établir le total dont chaque Administration est débitrice, il suffit d'additionner les diverses colonnes de ce tableau récapitulatif.

5.—Le Bureau international réunit les tableaux et les récapitulations en une balance générale indiquant:

a) le total du Doit et de l'Avoir de chaque Administration;

b) le solde débiteur ou le solde créditeur de chaque Administration, représentant la différence entre le total du Doit et le total de l'Avoir;

c) les sommes à payer par une partie des membres de l'Union à une Administration, ou réciproquement les sommes à payer par cette dernière à l'autre partie.

Les totaux des deux catégories de soldes sous *a* et *b* doivent nécessairement être égaux.

On pourvoira autant que possible à ce que chaque Administration n'ait à effectuer, pour se libérer, qu'un ou deux paiements distincts.

Toutefois, l'Administration qui se trouve habituellement à découvert vis-à-vis d'une autre Administration pour une somme supérieure à 50,000 francs, a le droit de réclamer des acomptes.

Ces acomptes sont inscrits, tant par l'Administration créditrice que par l'Administration débitrice, au bas des tableaux à adresser au Bureau international (voir § 3).

6.—Les reconnaissances (voir § 3) transmises au Bureau international avec les tableaux sont classées par Administration.

Elles servent de base pour l'établissement de la liquidation de chacune des Administrations intéressées. Dans cette liquidation doivent figurer:

a) les sommes afférentes aux décomptes *spéciaux* portant sur les divers échanges;

b) *le total* des sommes résultant de tous

mit to each other reciprocally an acknowledgment of their Debit, made out in francs and centimes, stating therein the nature, period, and result of the account.

3.—Each Administration transmits monthly, to the International Bureau, a Table showing the total credit due to it on individual accounts, as well as the total of the sums which are due to it from each of the contracting Administrations; each credit appearing in this Table must be substantiated by an acknowledgment from the debtor office.

This Table should reach the International Bureau, on the 19th of each month, at the latest; otherwise its liquidation is liable to be deferred until the following month.

4.—The International Bureau ascertains, by comparing the acknowledgments, if the Tables are correct. Every correction which is necessary is notified to the Offices interested.

The Debit of each Administration to another is stated in a recapitulation; in order to ascertain the total amount of indebtedness of each Administration it is only necessary to add up the different columns of the recapitulation.

5.—The International Bureau incorporates the Tables and the recapitulations in a general balance-sheet, showing:

a) the total of the Debit and of the Credit of each Administration;

b) the balance against or in favor of each Administration, representing the difference between the total of the Debit and the total of the Credit;

c) the sums to be paid by some of the members of the Union to a single Administration, or vice versa the sums to be paid by the latter to the former.

The totals of the two categories of balances under *a* and *b* must necessarily be the same.

It shall be arranged, as far as possible, that each Administration, in order to liquidate its indebtedness, shall have to make only one or two distinct payments.

Nevertheless, an Administration which habitually finds a sum exceeding 50,000 francs due to it from another Administration, has the right to claim remittances on account.

These remittances on account are entered, both by the creditor Administration and by the debtor Administration, at the foot of the Tables to be transmitted to the International Bureau (see § 3).

6.—The acknowledgments (see § 3) transmitted to the International Bureau with the Tables are classified by Administrations.

They serve as the basis for settling the account of each of the Administrations interested. In this settlement should appear:

a) the sums relating to the special accounts regarding the different exchanges;

b) the total of the sums resulting from

les décomptes spéciaux par rapport à chacune des Administrations intéressées;

c) les totaux des sommes dues à toutes les Administrations créditrices pour chaque branche du service, ainsi que leur total général.

Ce total doit être égal au total du Doit qui figure dans la récapitulation.

Au bas de la liquidation, la balance est établie entre le total du Doit et le total de l'Avoir résultant des tableaux adressés par les Administrations au Bureau international (voir § 3). Le montant net du Doit ou de l'Avoir doit être égal au solde débiteur ou au solde créditeur porté dans la balance générale. En outre, la liquidation statue sur le mode de liquidation, c'est-à-dire qu'elle indique les Administrations en faveur desquelles le paiement doit être effectué par l'Administration débitrice.

Les liquidations doivent être transmises aux Administrations intéressées par le Bureau international, au plus tard le 22 de chaque mois.

7.—Les soldes débiteurs ou créditeurs n'excédant pas 500 francs peuvent être reportés à la liquidation du mois suivant, à la condition toutefois que les Administrations intéressées soient en rapport mensuel avec le Bureau international. Il est fait mention de ce report dans les récapitulations et dans les liquidations pour les Administrations créditrices et débitrices. L'Administration débitrice fait parvenir, le cas échéant, à l'Administration créditrice, une reconnaissance de la somme due, pour être portée au prochain tableau.

XXXVII.

Langue.

1.—Les feuilles d'avis, tableaux, relevés et autres formules à l'usage des Administrations de l'Union pour leurs relations réciproques doivent, en règle générale, être rédigés en langue française, à moins que les Administrations intéressées n'en disposent autrement par une entente directe.

2.—En ce qui concerne la correspondance de service, l'état de choses actuel est maintenu, sauf autre arrangement à intervenir ultérieurement et d'un commun accord entre les Administrations intéressées.

XXXVIII.

Ressort de l'Union.

Sont considérés comme appartenant à l'Union postale universelle:

1° les bureaux de poste allemands établis à Apia (Iles Samoa) et à Shang-Haï (Chine)

all the special accounts with respect to each of the Administrations interested;

c) the totals of the sums due to all the creditor Administrations on account of each branch of the service, as well as their general total.

This total should be equal to the total of the Debit which appears in the recapitulation.

At the foot of the liquidation account the balance is shown between the total of the Debit and the total of the Credit resulting from the Tables transmitted by the Administrations to the International Bureau (see § 3). The net amount of the Debit or of the Credit should be equal to the Debit balance or to the Credit balance carried into the general balance sheet. Moreover, the liquidation account determines the manner of settlement, that is to say, it indicates the Administrations to which payment must be made by the debtor Administration.

The liquidation-accounts must be transmitted to the Administrations interested by the International Bureau, at the latest on the 22nd of each month.

7.—The Debit or Credit balances exceeding 500 francs may be entered in the account for the following month, on condition however that the Administrations interested are in monthly communication with the International Bureau. These entries are stated in the recapitulations and in the liquidation-accounts for the creditor and debtor Administrations. The debtor Administration transmits, in that case, to the creditor Administration an acknowledgment of the sum due, to be entered in the next Table.

XXXVII.

Language.

1.—The Letter-Bills, Tables, Statements, and other Forms used by the Administrations of the Union in their reciprocal relations must, as a general rule, be drawn up in the French language, unless the Administrations interested arrange otherwise by direct agreement.

2.—As regards official correspondence, the present state of things is maintained, unless another arrangement should subsequently be agreed upon by common consent between the Administrations interested.

XXXVIII.

Jurisdiction of the Union.

The following are considered as belonging to the Universal Postal Union:

1st. The German post offices established at Apia (Samoan Islands) and at Shang-

comme relevant de l'Administration des postes d'Allemagne;

2° la principauté de Liechtenstein, comme relevant de l'Administration des postes d'Autriche;

3° l'Islande et les îles Féroë, comme faisant partie du Danemark;

4° les possessions espagnoles de la côte septentrionale d'Afrique, comme faisant partie de l'Espagne; la République du Val d'Andorre, les établissements de poste de l'Espagne sur la côte occidentale du Maroc, comme relevant de l'Administration des postes espagnoles;

5° l'Algérie, comme faisant partie de la France; la principauté de Monaco et les bureaux de poste français établis à Tanger (Maroc), à Shang-Haï (Chine) et à Zanzibar, comme relevant de l'Administration des postes de France; le Cambodge, l'Annam et le Tonkin, comme assimilés, quant au service postal, à la colonie française de Cochinchine.

6° les agences postales que l'Administration des postes de Gibraltar entretient à Tanger, Laraïche, Rabat, Casablanca, Saffi, Mazagan et Mogador (Maroc);

7° les bureaux de poste que l'Administration de la colonie anglaise de Hong-Kong entretient à Hoihow (Kiung-Schow), Canton, Swatow, Amoy, Foo-Chow, Ningpo, Shang-Haï et Hankow (Chine);

8° les établissements de poste indiens d'Aden, de Zanzibar, de Mascate, du golfe Persique et de Guadur, comme relevant de l'Administration des postes de l'Inde britannique;

9° la République de Saint-Marin et les bureaux italiens de Tunis et de Tripoli de Barbarie, comme relevant de l'Administration des postes d'Italie;

10° les bureaux de poste que l'Administration japonaise a établis à Shang-Haï (Chine), à Fusanpo, à Genzanshin et à Jinsen (Corée);

11° le Grand-Duché de Finlande, comme faisant partie intégrante de l'Empire de Russie.

XXXIX.

Propositions faites dans l'Intervalle des Réunions.

1.—Dans l'intervalle qui s'écoule entre les réunions, toute Administration des postes d'un pays de l'Union a le droit d'adresser aux autres Administrations participantes, par l'intermédiaire du Bureau international, des propositions concernant les dispositions du présent Règlement.

2.—Toute proposition est soumise au procédé suivant:

Un délai de cinq mois est laissé aux Administrations de l'Union pour examiner *les propositions* et pour faire parvenir au

hai (China) as subordinate to the Postal Administration of Germany;

2nd. The principality of Liechtenstein, as subordinate to the Postal Administration of Austria;

3d. Iceland and the Faroe Islands, as forming part of Denmark.

4th. The Spanish possessions on the North Coast of Africa, as forming part of Spain; the Republic of Andorra and the postal establishments of Spain on the West Coast of Morocco, as subordinate to the Postal Administration of Spain.

5th. Algeria, as forming part of France; the principality of Monaco, and the French post offices established at Tangier (Morocco), Shanghai (China), and at Zanzibar, as subordinate to the Postal Administration of France; Cambodia, Annam, and Tonquin, as assimilated, so far as regards the postal service, to the French Colony of Cochinchina.

6th. The postal agencies which the Postal Administration of Gibraltar maintains at Tangier, Laraiche, Rabat, Casablanca, Saffi, Mazagan and Mogador (Morocco);

7th. The post offices which the Administration of the British Colony of Hong-Kong maintains at Hoihow (Kiungchow), Canton, Swatow, Amoy, Foo-Chow, Ningpo, Shanghai, and Hankow (China);

8th. The Indian postal establishments of Aden, Zanzibar, Muscat, Persian Gulf, and Guadur, as subordinate to the Postal Administration of British India;

9th. The Republic of San Marino and the Italian post offices of Tunis and Tripoli in Barbary, as subordinate to the Postal Administration of Italy;

10th. The post offices which the Japanese Administration has established at Shanghai (China), Fusanpo, Genzhanshin, and Jinsen (Corea);

11th. The Grand Duchy of Finland, as forming an integral part of the Empire of Russia.

XXXIX.

Propositions made in the Interval between the Meetings.

1.—In the interval which elapses between the meetings, the Postal Administration of each country of the Union has the right to address to the other participating Administrations, through the intermediary of the International Bureau, propositions in regard to the stipulations of the present Regulations.

2.—Every proposition is subject to the following mode of procedure:

A period of five months is allowed to the Administrations of the Union to examine the propositions and transmit

Bureau international, le cas échéant, leurs observations, amendements ou contre-propositions. Les réponses sont réunies par les soins du Bureau international et communiquées aux Administrations avec l'invitation de se prononcer. Les Administrations qui n'ont point fait parvenir leur vote dans un délai de six mois, à compter de la date de la seconde circulaire du Bureau international leur notifiant les observations apportées, sont considérées comme s'abstenant.

3.—Pour devenir exécutoires, les propositions doivent réunir, savoir:

1° l'unanimité des suffrages, s'il s'agit de l'addition de nouveaux articles ou de la modification des dispositions du présent article et des articles III, IV, V, XII, XXVII, XXX, XXXI et XL;

2° les deux tiers des suffrages, s'il s'agit de la modification des dispositions des articles I, II, VIII, IX, XI, XIV, XV, XVI, XVIII, XIX, XX, XXI, XXIII, XXIV, XXV, XXVI, XXVIII, XXXIV, XXXVI, XXXVII et XXXVIII;

3° la simple majorité absolue s'il s'agit, soit de la modification des dispositions autres que celles indiquées ci-dessus, soit de l'interprétation des diverses dispositions du Règlement, sauf le cas de litige prévu à l'article 23 de la Convention.

4.—Les résolutions valables sont consacrées par une simple notification du Bureau international à toutes les Administrations de l'Union.

5.—Toute modification ou résolution adoptée n'est exécutoire que deux mois, au moins, après sa notification.

to the International Bureau any observations, amendments, or counterpropositions. The replies are tabulated by the International Bureau and communicated to the Administrations with an invitation to express their views. The Administrations which have not transmitted their vote within a period of six months, counting from the date of the second circular of the International Bureau notifying them of the observations made, are considered as not voting.

3.—To become binding the propositions must obtain—

1st. Unanimity of votes if they relate to the addition of new Articles, or to the modification of the provisions of the present Article and those of Articles III, IV, V, XII, XXVII, XXX, XXXI, and XL.

2nd. Two-thirds of the votes, if they relate to the modification of the provisions of Articles I, II, VIII, IX, XI, XIV, XV, XVI, XVIII, XIX, XX, XXI, XXIII, XXIV, XXV, XXVI, XXVIII, XXXIV, XXXVI, XXXVII, and XXXVIII;

Simply an absolute majority, if they relate to the modification of provisions other than those above mentioned, or to the interpretation of the various provisions of the Regulations, except in the case of arbitration contemplated in Article 23 of the Convention.

4.—The resolutions adopted in due form are made binding by a simple notification from the International Bureau to all the Administrations of the Union.

5.—No modification or resolution adopted is binding until at least two months after its notification.

XL.

Durée du Règlement.

Le présent Règlement sera exécutoire à partir du jour de la mise en vigueur de la Convention du 4 juillet 1891. Il aura la même durée que cette Convention, à moins qu'il ne soit renouvelé d'un commun accord entre les parties intéressées.

Fait à Vienne, le 4 juillet 1891.

XL.

Duration of the Regulations.

The present Regulations shall be put into execution on the day on which the Convention of the 4th of July, 1891, comes into force. They shall have the same duration as that Convention, unless they be renewed by mutual agreement between the parties interested.

Done at Vienna, the 4th of July, 1891.

Pour l'Allemagne et les Protectorats Allemands { Dr. v. Stephan. / Sachse. / Fritsch.

Pour les États-Unis d'Amérique { N. M. Brooks. / William Potter.

Pour la République Argentine. Cárlos Calvo.

Pour l'Autriche { Obentraut. / Dr. Hofmann. / Dr. Lilienau. / Habberger.

Pour la Hongrie { P. Heim. / S. Schrimpf.

Pour la Belgique. Lichtervelde.

Pour la Bolivie.

Pour le Brésil. Luis Betim Paes Leme.

pour les échanges non quotidiens, avec faculté pour chaque Administration de faire un dénombrement séparé pour chaque catégorie de correspondances.

4.—Est réservé à chaque Administration le droit de procéder à ce dénombrement aux époques qui se rapprochent le plus de la moyenne de son trafic postal.

5.—Le Bureau international est chargé de faire imprimer et de distribuer les formules de statistique à remplir par chaque Administration. Il est chargé, en outre, de fournir aux Administrations qui en feront la demande toutes les indications nécessaires sur les règles à suivre pour assurer, autant que possible, l'uniformité des opérations de statistique.

leaving it optional with each Administration to make a separate count for each class of articles.

4.—There is reserved to each Administration the right to make this count at periods which come nearest to the average of its postal traffic.

5.—The International Bureau is charged with the duty of printing and distributing the statistical Forms to be filled out by each Administration. It is likewise obliged to furnish to the Administrations which may make the request, all the necessary information relative to the rules to be followed in order to ensure, as far as possible, uniformity in the statistical operations.

XXXV.

Attributions du Bureau International.

1.—Le Bureau international dresse une statistique générale pour chaque année.

2.—Il rédige, à l'aide des documents qui sont mis à sa disposition, un journal spécial en langues allemande, anglaise et française.

3.—Tous les documents publiés par le Bureau international sont distribués aux Administrations de l'Union, dans la proportion du nombre d'unités contributives assignées à chacune d'elles par l'article XXXII précédent.

4.—Les exemplaires et documents supplémentaires qui seraient réclamés par ces Administrations sont payés à part, d'après leur prix de revient.

5.—Le Bureau international doit, d'ailleurs, se tenir en tout temps à la disposition des membres de l'Union, pour leur fournir, sur les questions relatives au service international des postes, les renseignements spéciaux dont ils pourraient avoir besoin.

6.—Le Bureau international instruit les demandes de modification ou d'interprétation des dispositions qui régissent l'Union. Il notifie les résultats de chaque instruction, et toute modification ou résolution adoptée n'est exécutoire que deux mois, au moins, après sa notification.

7.—Le Bureau international opère la balance et la liquidation des décomptes de toute nature entre les Administrations de l'Union qui déclarent vouloir emprunter l'intermédiaire de ce Bureau dans les conditions déterminées par l'article XXXVI ci-après.

8.—Le Bureau international prépare les travaux des Congrès ou Conférences. Il pourvoit aux copies et impressions nécessaires, à la rédaction et à la distribution des amendements, procès-verbaux et autres renseignements.

9.—Le Directeur de ce Bureau assiste aux séances des Congrès ou Conférences

XXXV.

Duties of the International Bureau.

1.—The International Bureau prepares general statistics for each year.

2.—It publishes, by the aid of the documents which are put at its disposal, a special journal in the German, English and French languages.

3.—All the documents published by the International Bureau are distributed to the Administrations of the Union in the proportion of the number of contributive units assigned to each by Article XXXII preceding.

4.—Any additional copies and documents which may be applied for by these Administrations are paid for separately, at prime cost.

5.—The International Bureau must, besides, hold itself always at the disposal of the members of the Union for the purpose of furnishing them with any special information they may require upon questions relating to the international postal service.

6.—The International Bureau makes known requests for the modification or interpretation of the stipulations which govern the Union. It notifies the results of each application, and no modification or resolution adopted is binding until two months, at least, after its notification.

7.—The International Bureau effects the balance and liquidation of accounts of every kind between the Administrations of the Union which declare their wish to use the intermediary of that Bureau on the conditions described by Article XXXVI hereafter.

8.—The International Bureau prepares the business to be submitted to the Congresses or Conferences. It undertakes the necessary copying and printing, the editing and distribution of amendments, journals of proceedings, and other information.

9.—The Director of this Bureau attends the sessions of the Congresses or Confer-

ıd part aux discussions sans voix ·ative.
Il fait sur sa gestion un rapport qui est communiqué à toutes les istrations de l'Union.

·La langue officielle du Bureau in- ional est la langue française.
·Le Bureau international est chargé ılier un dictionnaire alphabétique s les bureaux de poste du monde, ne mention spéciale pour ceux de reaux chargés de services qui ne as encore généralisés. Ce diction- est tenu au courant au moyen de ments ou de toute autre manière Bureau international jugera con- le.
ictionnaire mentionnée au présent ·aphe est livré au prix de revient dministrations qui en font la de- ·.

XXXVI.

Central de Comptabilité et de Liqui- ın des Comptes entre les Administra- · de l'Union.

Le Bureau international de l'Union e universelle est chargé d'opérer la :e et la liquidation des décomptes te nature relatifs au service inter- al des postes entre les Administra- les pays de l'Union qui ont le franc nité monétaire ou qui se sont mis rd sur le taux de conversion de leur ıie en francs et centimes métal- .

Administrations qui ont l'intention lamer, pour ce service de liquida- ɜ concours du Bureau international, certent, à cet effet, entre elles et e Bureau.
gré son adhésion, chaque Adminis- ɜ conserve le droit d'établir à son des décomptes spéciaux pour di- branches du service et d'en opérer onvenance le règlement avec ses pondants, sans employer l'intermé- du Bureau international, auquel, à r de l'alinéa qui précède, elle se à indiquer pour quelles branches vice et pour quels pays elle réclame ices.

la demande des Administrations ssées, les décomptes télégraphiques nt aussi être adiqués au Bureau ıational pour entrer dans la com- tion des soldes.
Administrations qui auront em- é l'intermédiaire du Bureau interna- pour la balance et la liquidation écomptes peuvent cesser d'user de termédiaire trois mois après qu'ils ront averti ledit Bureau.
Après avoir débattu et arrêté leurs tes, les Administrations se font par-

ences and takes part in the discussions, but without the power of voting.
10.—He publishes an annual Report on the work of the Bureau, which is communicated to all the Administrations of the Union.
11.—The official language of the International Bureau is the French language.
12.—The International Bureau is charged with the duty of publishing an alphabetical dictionary of all the post-offices of the world, with special indication of such of these offices as undertake services which have not yet become general. This dictionary is kept up to date by means of supplements, or in any other manner which the International Bureau may deem suitable.
The dictionary mentioned in the present paragraph is furnished at prime cost to the Administrations which may apply for it.

XXXVI.

Central Office of Settlement and Liquidation of Accounts between the Administrations of the Union.

1.—The International Bureau of the Universal Postal Union is charged with the duty of effecting the balance and liquidation of accounts of every kind relating to the international postal service between the Administrations of the countries of the Union which have the franc for their monetary unit or which have come to an agreement as regards the rate of conversion of their currency into metallic francs and centimes.
The Administrations which intend to claim the aid of the International Bureau for this service of liquidation, arrange accordingly among themselves and with the Bureau.
Notwithstanding its adhesion, each Administration retains the right to prepare, at its option, special accounts for different branches of the service, and to effect the settlement of them, to suit itself, with its correspondents, without using the intermediary of the International Bureau; simply advising the Bureau, in accordance with the provision of the preceding paragraph, for which branches of the service and for which countries it intends to employ its services.
At the request of the Administrations interested, the telegraph accounts may also be reported to the International Bureau, to be included in the settlement of the balances.
The Administrations which shall have used the intermediary of the International Bureau for the balancing and liquidation of accounts, may cease to use this intermediary three months after giving notice to the Bureau to that effect.
2.—After having examined and accepted their accounts, the Administrations trans-

venir réciproquement une reconnaissance de leur Doit, établi en francs et centimes, en y constatant l'objet, la période et le résultat du décompte.

3.—Chaque Administration adresse mensuellement, au Bureau international, un tableau indiquant son Avoir du chef des décomptes particuliers, ainsi que le total des sommes dont elle est créditrice envers chacune des Administrations contractantes; chaque créance figurant dans ce tableau doit être justifiée par une reconnaissance de l'Office débiteur.

Ce tableau doit parvenir au Bureau international le 19 de chaque mois au plus tard, sous peine de n'être compris que dans la liquidation du mois suivant.

4.—Le Bureau international constate, en rapprochant les reconnaissances, si les tableaux sont exacts. Toute rectification nécessaire est notifiée aux Offices intéressés.

Le Doit de chaque Administration envers une autre est reporté dans un tableau récapitulatif; afin d'établir le total dont chaque Administration est débitrice, il suffit d'additionner les diverses colonnes de ce tableau récapitulatif.

5.—Le Bureau international réunit les tableaux et les récapitulations en une balance générale indiquant:

a) le total du Doit et de l'Avoir de chaque Administration;

b) le solde débiteur ou le solde créditeur de chaque Administration, représentant la différence entre le total du Doit et le total de l'Avoir;

c) les sommes à payer par une partie des membres de l'Union à une Administration, ou réciproquement les sommes à payer par cette dernière à l'autre partie.

Les totaux des deux catégories de soldes sous *a* et *b* doivent nécessairement être égaux.

On pourvoira autant que possible à ce que chaque Administration n'ait à effectuer, pour se libérer, qu'un ou deux paiements distincts.

Toutefois, l'Administration qui se trouve habituellement à découvert vis-à-vis d'une autre Administration pour une somme supérieure à 50,000 francs, a le droit de réclamer des acomptes.

Ces acomptes sont inscrits, tant par l'Administration créditrice que par l'Administration débitrice, au bas des tableaux à adresser au Bureau international (voir § 3).

6.—Les reconnaissances (voir § 3) transmises au Bureau international avec les tableaux sont classées par Administration.

Elles servent de base pour l'établissement de la liquidation de chacune des Administrations intéressées. Dans cette liquidation doivent figurer:

a) les sommes afférentes aux décomptes spéciaux portant sur les divers échanges;

b) le total des sommes résultant de tous

mit to each other reciprocally an acknowledgment of their Debit, made out in francs and centimes, stating therein the nature, period, and result of the account.

3.—Each Administration transmits monthly, to the International Bureau, a Table showing the total credit due to it on individual accounts, as well as the total of the sums which are due to it from each of the contracting Administrations; each credit appearing in this Table must be substantiated by an acknowledgment from the debtor office.

This Table should reach the International Bureau, on the 19th of each month, at the latest; otherwise its liquidation is liable to be deferred until the following month.

4.—The International Bureau ascertains, by comparing the acknowledgments, if the Tables are correct. Every correction which is necessary is notified to the Offices interested.

The Debit of each Administration to another is stated in a recapitulation; in order to ascertain the total amount of indebtedness of each Administration it is only necessary to add up the different columns of the recapitulation.

5.—The International Bureau incorporates the Tables and the recapitulations in a general balance-sheet, showing:

a) the total of the Debit and of the Credit of each Administration;

b) the balance against or in favor of each Administration, representing the difference between the total of the Debit and the total of the Credit;

c) the sums to be paid by some of the members of the Union to a single Administration, or vice versa the sums to be paid by the latter to the former.

The totals of the two categories of balances under *a* and *b* must necessarily be the same.

It shall be arranged, as far as possible, that each Administration, in order to liquidate its indebtedness, shall have to make only one or two distinct payments.

Nevertheless, an Administration which habitually finds a sum exceeding 50,000 francs due to it from another Administration, has the right to claim remittances on account.

These remittances on account are entered, both by the creditor Administration and by the debtor Administration, at the foot of the Tables to be transmitted to the International Bureau (see § 3).

6.—The acknowledgments (see § 3) transmitted to the International Bureau with the Tables are classified by Administrations.

They serve as the basis for settling the account of each of the Administrations interested. In this settlement should appear:

a) the sums relating to the special accounts regarding the different exchanges;

b) the total of the sums resulting from

comptes spéciaux par rapport à
ıe des Administrations intéressées;
s totaux des sommes dues à toutes
dministrations créditrices pour
branche du service, ainsi que leur
éneral.
otal doit être égal au total du Doit
ure dans la récapitulation.

as de la liquidation, la balance est
entre le total du Doit et le total
oir résultant des tableaux adressés
Administrations au Bureau inter-
al (voir § 3). Le montant net du
u de l'Avoir doit être égal au solde
ur ou au solde créditeur porté dans
ance générale. En outre, la liqui-
statue sur le mode de liquidation,
-dire qu'elle indique les Adminis-
ıs en faveur desquelles le paiement
tre effectué par l'Administration
ice.

iquidations doivent être transmises
dministrations intéressées par le
ı international, au plus tard le 22
que mois.
es soldes débiteurs ou créditeurs
lant pas 500 francs peuvent être
s à la liquidation du mois suivant,
ndition toutefois que les Adminis-
s intéressées soient en rapport men-
ec le Bureau international. Il est
ntion de ce report dans les réca-
ions et dans les liquidations pour
ministrations créditrices et débi-
L'Administration débitrice fait
ir, le cas échéant, à l'Administra-
éditrice, une reconnaissance de la
due, pour être portée au prochain
ı.

all the special accounts with respect to each of the Administrations interested;

c) the totals of the sums due to all the creditor Administrations on account of each branch of the service, as well as their general total.

This total should be equal to the total of the Debit which appears in the recapitulation.

At the foot of the liquidation account the balance is shown between the total of the Debit and the total of the Credit resulting from the Tables transmitted by the Administrations to the International Bureau (see § 3). The net amount of the Debit or of the Credit should be equal to the Debit balance or to the Credit balance carried into the general balance sheet. Moreover, the liquidation account determines the manner of settlement, that is to say, it indicates the Administrations to which payment must be made by the debtor Administration.

The liquidation-accounts must be transmitted to the Administrations interested by the International Bureau, at the latest on the 22nd of each month.

7.—The Debit or Credit balances exceeding 500 francs may be entered in the account for the following month, on condition however that the Administrations interested are in monthly communication with the International Bureau. These entries are stated in the recapitulations and in the liquidation-accounts for the creditor and debtor Administrations. The debtor Administration transmits, in that case, to the creditor Administration an acknowledgment of the sum due, to be entered in the next Table.

XXXVII.

Langue.

es feuilles d'avis, tableaux, re-
t autres formules à l'usage des Ad-
rations de l'Union pour leurs rela-
éciproques doivent, en règle géné-
tre rédigés en langue française, à
que les Administrations intéressées
sposent autrement par une entente

En ce qui concerne la correspon-
de service, l'état de choses actuel
intenu, sauf autre arrangement à
nir ultérieurement et d'un commun
entre les Administrations intéres-

XXXVII.

Language.

1.—The Letter-Bills, Tables, Statements, and other Forms used by the Administrations of the Union in their reciprocal relations must, as a general rule, be drawn up in the French language, unless the Administrations interested arrange otherwise by direct agreement.

2.—As regards official correspondence, the present state of things is maintained, unless another arrangement should subsequently be agreed upon by common consent between the Administrations interested.

XXXVIII.

Ressort de l'Union.

considérés comme appartenant à
ı postale universelle:
bureaux de poste allemands établis
(îles Samoa) et à Shang-Haï (Chine)

XXXVIII.

Jurisdiction of the Union.

The following are considered as belonging to the Universal Postal Union:

1st. The German post offices established at Apia (Samoan Islands) and at Shang-

comme relevant de l'Administration des postes d'Allemagne;

2° la principauté de Liechtenstein, comme relevant de l'Administration des postes d'Autriche;

3° l'Islande et les îles Féroë, comme faisant partie du Danemark;

4° les possessions espagnoles de la côte septentrionale d'Afrique, comme faisant partie de l'Espagne; la République du Val d'Andorre, les établissements de poste de l'Espagne sur la côte occidentale du Maroc, comme relevant de l'Administration des postes espagnoles;

5° l'Algérie, comme faisant partie de la France; la principauté de Monaco et les bureaux de poste français établis à Tanger (Maroc), à Shang-Haï (Chine) et à Zanzibar, comme relevant de l'Administration des postes de France; le Cambodge, l'Annam et le Tonkin, comme assimilés, quant au service postal, à la colonie française de Cochinchine.

6° les agences postales que l'Administration des postes de Gibraltar entretient à Tanger, Laraïche, Rabat, Casablanca, Saffi, Mazagan et Mogador (Maroc);

7° les bureaux de poste que l'Administration de la colonie anglaise de Hong-Kong entretient à Hoihow (Kiung-Schow), Canton, Swatow, Amoy, Foo-Chow, Ningpo, Shang-Haï et Hankow (Chine);

8° les établissements de poste indiens d'Aden, de Zanzibar, de Mascate, du golfe Persique et de Guadur, comme relevant de l'Administration des postes de l'Inde britannique;

9° la République de Saint-Marin et les bureaux italiens de Tunis et de Tripoli de Barbarie, comme relevant de l'Administration des postes d'Italie;

10° les bureaux de poste que l'Administration japonaise a établis à Shang-Haï (Chine), à Fusanpo, à Genzanshin et à Jinsen (Corée);

11° le Grand-Duché de Finlande, comme faisant partie intégrante de l'Empire de Russie.

XXXIX.

Propositions faites dans l'Intervalle des Réunions.

1.—Dans l'intervalle qui s'écoule entre les réunions, toute Administration des postes d'un pays de l'Union a le droit d'adresser aux autres Administrations participantes, par l'intermédiaire du Bureau international, des propositions concernant les dispositions du présent Règlement.

2.—Toute proposition est soumise au procédé suivant:

Un délai de cinq mois est laissé aux Administrations de l'Union pour examiner les propositions et pour faire parvenir au

hai (China) as subordinate to the Postal Administration of Germany;

2nd. The principality of Liechtenstein, as subordinate to the Postal Administration of Austria;

3d. Iceland and the Faroe Islands, as forming part of Denmark.

4th. The Spanish possessions on the North Coast of Africa, as forming part of Spain; the Republic of Andorra and the postal establishments of Spain on the West Coast of Morocco, as subordinate to the Postal Administration of Spain.

5th. Algeria, as forming part of France; the principality of Monaco, and the French post offices established at Tangier (Morocco), Shanghai (China), and at Zanzibar, as subordinate to the Postal Administration of France; Cambodia, Annam, and Tonquin, as assimilated, so far as regards the postal service, to the French Colony of Cochinchina.

6th. The postal agencies which the Postal Administration of Gibraltar maintains at Tangier, Laraiche, Rabat, Casablanca, Saffi, Mazagan and Mogador (Morocco);

7th. The post offices which the Administration of the British Colony of Hong-Kong maintains at Hoihow (Kiungchow), Canton, Swatow, Amoy, Foo-Chow, Ningpo, Shanghai, and Hankow (China);

8th. The Indian postal establishments of Aden, Zanzibar, Muscat, Persian Gulf, and Guadur, as subordinate to the Postal Administration of British India;

9th. The Republic of San Marino and the Italian post offices of Tunis and Tripoli in Barbary, as subordinate to the Postal Administration of Italy;

10th. The post offices which the Japanese Administration has established at Shanghai (China), Fusanpo, Genzhanshin, and Jinsen (Corea);

11th. The Grand Duchy of Finland, as forming an integral part of the Empire of Russia.

XXXIX.

Propositions made in the Interval between the Meetings.

1.—In the interval which elapses between the meetings, the Postal Administration of each country of the Union has the right to address to the other participating Administrations, through the intermediary of the International Bureau, propositions in regard to the stipulations of the present Regulations.

2.—Every proposition is subject to the following mode of procedure:

A period of five months is allowed to the Administrations of the Union to examine the propositions and transmit

nternational, le cas échéant, leurs
ions, amendements ou contre-
ions. Les réponses sont réunies
oins du Bureau international et
iquées aux Administrations avec
ion de se prononcer. Les Admi-
ns qui n'ont point fait parvenir
dans un délai de six mois, à
de la date de la seconde circu-
Bureau international leur noti-
observations apportées, sont
ées comme s'abstenant.
ur devenir exécutoires, les propo-
oivent réunir, savoir:
animité des suffrages, s'il s'agit
tion de nouveaux articles ou de
ication des dispositions du pré-
cle et des articles III, IV, V, XII,
XXX, XXXI et XL;

leux tiers des suffrages, s'il s'agit
odification des dispositions des
, II, VIII, IX, XI, XIV, XV, XVI,
XIX, XX, XXI, XXIII, XXIV,
XVI, XXVIII, XXXIV, XXXVI,
et XXXVIII;
mple majorité absolue s'il s'agit,
la modification des dispositions
ie celles indiquées ci-dessus, soit
rprétation des diverses dispo-
n Règlement, sauf le cas de litige
l'article 23 de la Convention.

s résolutions valables sont con-
par une simple notification du
nternational à toutes les Admi-
ns de l'Union.
ute modification ou résolution
n'est exécutoire que deux mois,
, après sa notification.

to the International Bureau any observations, amendments, or counterpropositions. The replies are tabulated by the International Bureau and communicated to the Administrations with an invitation to express their views. The Administrations which have not transmitted their vote within a period of six months, counting from the date of the second circular of the International Bureau notifying them of the observations made, are considered as not voting.

3.—To become binding the propositions must obtain—

1st. Unanimity of votes if they relate to the addition of new Articles, or to the modification of the provisions of the present Article and those of Articles III, IV, V, XII, XXVII, XXX, XXXI, and XL.

2nd. Two-thirds of the votes, if they relate to the modification of the provisions of Articles I, II, VIII, IX, XI, XIV, XV, XVI, XVIII, XIX, XX, XXI, XXIII, XXIV, XXV, XXVI, XXVIII, XXXIV, XXXVI, XXXVII, and XXXVIII;

Simply an absolute majority, if they relate to the modification of provisions other than those above mentioned, or to the interpretation of the various provisions of the Regulations, except in the case of arbitration contemplated in Article 23 of the Convention.

4.—The resolutions adopted in due form are made binding by a simple notification from the International Bureau to all the Administrations of the Union.

5.—No modification or resolution adopted is binding until at least two months after its notification.

XL.

Durée du Règlement.

ient Règlement sera exécutoire
lu jour de la mise en vigueur de
ntion du 4 juillet 1891. Il aura
durée que cette Convention, à
'il ne soit renouvelé d'un com-
ord entre les parties intéressées.

Vienne, le 4 juillet 1891.

XL.

Duration of the Regulations.

The present Regulations shall be put into execution on the day on which the Convention of the 4th of July, 1891, comes into force. They shall have the same duration as that Convention, unless they be renewed by mutual agreement between the parties interested.

Done at Vienna, the 4th of July, 1891.

lemagne et les Protectorats Allemands — Dr. V. STEPHAN. SACHSE. FRITSCH.
États-Unis d'Amérique — N. M. BROOKS. WILLIAM POTTER.
République Argentine — CÁRLOS CALVO.
utriche — OBENTRAUT. Dr. HOFMANN. Dr. LILIENAU. HABBERGER.
Hongrie — P. HEIM. S. SCHRIMPF.
Belgique — LICHTERVELDE.
Bolivie —
Brésil — LUIS BETIM PAES LEME.

Pour la Bulgarie	P. M. Matthieff.
Pour le Chili	
Pour la République de Colombie	G. Michelsen.
Pour l'État Indépendant du Congo	Stassin. Lichtervelde. Garant. De Craene.
Pour la République de Costa Rica	
Pour le Danemark et les Colonies Danoises	Lund.
Pour la République Dominicaine	
Pour l'Égypte	Y. Saba.
Pour l'Équateur	
Pour l'Espagne et les Colonies Espagnoles	Federico Bas.
Pour la France	Montmarin. I. de Selves. Ansault.
Pour les Colonies Françaises	G. Gabrié.
Pour la Grande-Bretagne et diverses Colonies Britanniques	S. A. Blackwood. H. Buxton Forman.
Pour les Colonies Britanniques d'Australasie	
Pour le Canada	
Pour l'Inde Britannique	H. M. Kisch.
Pour la Grèce	I. Georgantas.
Pour le Guatemala	Dr. Gotthelf Meyer.
Pour la République d'Haïti	
Pour le Royaume d'Hawaï	Eugène Borel.
Pour la République du Honduras	
Pour l'Italie	Emidio Chiaradia. Felice Salivetto.
Pour le Japon	Indo. Fujita.
Pour la République de Libéria	Bn. de Stein. W. Koentzer. C. Goedelt.
Pour le Luxembourg	Mongenast.
Pour le Mexique	L. Breton y Vedra.
Pour le Monténégro	Obentraut. Dr. Hofmann. Dr. Lilienau. Habberger.
Pour le Nicaragua	
Pour le Norvège	Thl Heyerdahl.
Pour le Paraguay	
Pour les Pays-Bas	Hofstede. Baron van der Feltz.
Pour les Colonies Néerlandaises	Johs. I. Perk.
Pour le Pérou	D. C. Urrea.
Pour la Perse	Gen'l N. Semino.
Pour le Portugal et les Colonies Portugaises	Guelhermino Augusto de Barros.
Pour la Roumanie	Colonel A. Gorjean. S. Dimitrescu.
Pour la Russie	Général de Besack. A. Skalkovsky.
Pour le Salvador	Louis Kehlmann.
Pour la Serbie	Svetozar I. Gvozditch. Et. W. Popovitch.
Pour le Royaume de Siam	Luang Suriya Nuvatr. H. Keuchenius.
Pour la République Sud-Africaine	
Pour la Suède	E. von Krusenstjerna.
Pour la Suisse	Ed. Höhn. C. Delessert.
Pour la Régence de Tunis	Montmarin.
Pour la Turquie	E. Petacci. A. Fahri.
Pour l'Uruguay	Federico Susviela Guarch. José G. Busto.
Pour les États-Unis de Vénézuéla	Carlos Matzenauer.

Le Ministère I. et R. des Affaires étrangères certifie que la présente copie

The Imperial and Royal Minister of Foreign Affairs certifies that the present

conforme à l'original déposé dans ses hives.
ienne, le 7 juillet 1891.
e Directeur de la Chancellerie du iistère I. et R. des Affaires étrangères.
(Signé:) MITTAG.

copy is in conformity with the original deposited in its archives.
Vienna, July 7th, 1891.
The director of the Chancellor's office of the Imperial and Royal Ministry of Foreign Affairs.
(Signed:) MITTAG.

THE DOMINION OF CANADA.

'or the purpose of making better postal arrangements between the United States America and the Dominion of Canada, the undersigned William F. Vilas, Postster General of the United States of America, and Archibald Woodbury McLelan, itmaster General of the Dominion of Canada, by virtue of authority vested in m by law, have agreed upon the following articles:

ARTICLE 1.

a) Articles of every kind or nature, which are admitted to the domestic mails of ıer country, except as herein prohibited, shall be admitted to the mails exchanged ler this Convention; subject however to such regulations as the Postal Administion of the country of destination may deem necessary to protect its custom revıes. But articles other than letters in their usual and ordinary form, must never closed against inspection but must be so wrapped or enclosed that they may be dily and thoroughly examined by postmasters or Customs Officers.
'he following articles are prohibited admission to the mails exchanged under this ıvention:
'ublications which violate the copy-right laws of the country of destination; ·kets, except single volumes of printed books, the weight of which exceeds two ograms; liquids, poisons, explosive or inflammable substances, fatty substances, ıse which easily liquefy, live or dead animals (not dried), insects and reptiles, ıfections, pastes, fruits and vegetables which will easily decompose, and subnces which exhale a bad odor, lottery tickets or circulars, all obscene and imral articles, other articles which may destroy or in any way damage the mails, or ıure the persons handling them.
b) Except as required by the regulations of the country of destination for the llection of its custom duties, all admissible matter mailed in one country for the ıer, or received in one country from the other, whether by land or sea conveyance, all be free from any detention or inspection whatever, and shall in the first case forwarded by the most speedy means to its destination, and in the latter be omptly delivered to the respective persons to whom it is addressed, being subject its transmission to the laws and regulations of each country respectively.
(c) The classification of, and the rates of postage and the registration fee to be vied and collected upon mail-matter originating in either country and addressed the other, shall be in accordance with the domestic laws and regulations of the ıntry of origin; provided that the rates of postage and registration fees so levied ıall not exceed in either country the minimum rates of postage and registration fee escribed for articles of a like nature by Articles 5 and 6 of the Universal Postal ıion Convention of Paris of June 1878, as amended by the Additional Act of Lisın of March 21, 1885.

ARTICLE 2.

(a) Each Administration shall retain to its own use the whole of the postages and gistration fees it collects on postal articles exchanged with the other, including ficient postage. Consequently, there will be no postage accounts between the two ıuntries.
(b) Full prepayment of postage shall be required in both countries upon correondence of all kinds, except letters upon which prepayment of at least one full te shall be compulsory. Payment of postage and registration fees shall be certified affixing the appropriate stamps of the country of origin.
(c) Each insufficiently prepaid letter shall have stamped on its cover the capital tter T, and shall have indicated plainly thereon, in figures, on the upper left-hand rner of the address, by the postal officials of the country of origin, the amount of ıe deficient postage, and only the amount so indicated shall be collected of addresıes on delivery, except in cases of obvious error.

ARTICLE 3.

No postage charges shall be levied in either country on fully prepaid correspondence originating in the other, nor shall any charge be made in the country of destination upon official correspondence which under the postal regulations of the country of origin is entitled to freedom from postage; but the country of destination will receive, forward and deliver the same free of charge.

ARTICLE 4.

In case any correspondence is tendered for mailing in either country obviously with the intention to evade the higher postage rates applicable to it in the other country, it shall be refused, unless payment be made of such higher rates.

ARTICLE 5.

(*a*) Exchanges of mails under this convention, whether by sea or overland, shall be effected through the post-offices of both countries already designated as exchange post-offices, or through such others as may be hereafter agreed upon, under such regulations relative to the details of the exchanges as may be mutually determined to be essential to the security and expedition of the mails and the protection of the customs revenues.

(*b*) Each country shall provide for and bear the expense of the conveyance of its mails to the other; or if by agreement the conveyance in both directions in overland exchanges, other than by railway, is provided by one of them, the expense of transportation shall be shared between them in proportion to the distance traveled over the territory of each.

ARTICLE 6.

The United States of America and the Dominion of Canada each grants to the other, free of any charges, detention, or examination whatsoever, the transit across its territory, of the *closed* mails made up by any authorized exchange office of either country, addressed to any other exchange office of the same country, or to any exchange office of the other country.

ARTICLE 7.

(*a*) Any packet of mailable correspondence may be registered upon payment of the rate of postage and the registration fee applicable thereto in the country of origin.

(*b*) An acknowledgment of the delivery of a registered article shall be returned to the sender when requested; but either country may require of the sender prepayment of a fee therefor not exceeding five cents.

ARTICLE 8.

(*a*) Overland exchanges of ordinary international correspondence may be effected without the use of letter-bills, but registered correspondence must be accompanied by a descriptive list thereof, by means of which the registered articles may be identified for the purpose of acknowledgment by the receiving offices.

(*b*) If a registered article advised shall not be found in the mails by the receiving office its absence shall be immediately reported by the receiving to the sending office.

ARTICLE 9

Ordinary and registered exchanges, unless the latter be made in through registered pouches, shall be effected in properly sealed sacks.

ARTICLE 10.

(*a*) All registered articles, ordinary letters, postal cards, and other manuscript matter, business or commercial papers, books (bound or stitched), proofs of printing, engravings, photographs, drawings, maps, and other articles manifestly of value to the sender, which are not delivered from any cause, shall be reciprocally returned monthly without charge, through the central administrations of the two countries,

cial packets or sacks marked "Rebuts," after the expiration of the period for retention required by the laws or regulations of the country of destination; turned registered articles to be accompanied by a descriptive list, and the l packets or sacks used for returning undelivered matter to be forwarded under ration when registered articles are returned in them.

Fully prepaid letters which bear requests by the senders for their return in f non-delivery by a certain date, or within a specified time, shall be recipro- returned, without charge, directly to the despatching exchange office, at the ıtion of the period for their retention indicated in the requests.

Fully prepaid letters bearing on the covers the business cards, the names and sses of the senders or designation of places to which they may be returned, as ffice box, street and number, &c., without requests for their return in case of elivery within a specified time, shall be reciprocally returned without charge ly to the despatching exchange office, at the expiration of thirty days from the f their receipt at the office of destination.

ARTICLE 11.

matters connected with the exchange of mails between the two countries, are not herein provided for, shall be governed by the provisions of the Uni- Postal Union Convention and Regulations now in force, or which may here- be enacted, for the governance of such matters in the exchanges of mails be- countries of the Universal Postal Union generally, so far as the articles of niversal Postal Union Convention shall be obligatory upon both of the con- ng parties.

ARTICLE 12.

Postmaster-General of the United States of America, and the Postmaster Gen- f the Dominion of Canada, shall have authority to jointly make such further ıtions of order and detail as may be found necessary to carry out the present ntion from time to time; and may by agreement prescribe conditions for the sion to the mails of any of the articles prohibited by Article 1.

ARTICLE 13.

s Convention abrogates the special postal convention between the two countries l at the city of Washington the first day of February 1875, and at Ottawa the y seventh day of January 1875. It shall be ratified by the contracting coun- n accordance with their respective laws, and its ratification shall be exchanged city of Washington as early as possible, not later than one month from this It shall take effect on the first day of March 1888, and shall continue in force terminated by mutual agreement, or annulled at the instance of the Post- Department of either country, upon six months previous notice given to the

ıe in duplicate and signed at Washington the twelfth day of January, one and eight hundred and eighty-eight, and at Ottawa the nineteenth day of ıry 1888.

AL.]

WM. F. VILAS,
Postmaster-General of the United States of America.
A. W. McLELAN,
Postmaster General of the Dominion of Canada.

foregoing Convention between the United States of America and the Domin- Canada has been negotiated and concluded with my advice and consent, and eby approved and ratified.

estimony whereof, I have caused the Great Seal of the United States to be nto affixed.

AL.]

GROVER CLEVELAND.

the President:
T. F. BAYARD,
Secretary of State,
Washington, January 26, 1888.

THE UNITED MEXICAN STATES.

For the purpose of facilitating the intercourse springing from the friendly relations existing between the people of the two countries, their closer neighborhood and increasing commercial and personal dealings, by better and more intimate postal arrangements, the United States of America by William F. Vilas, the Postmaster-General, thereto duly authorized by law, and the United Mexican States by Matias Romero, their Envoy Extraordinary and Minister Plenipotentiary at Washington, thereto duly empowered by the President of the United Mexican States, have agreed upon the following articles:

ARTICLE 1.

(*a*) Articles of every kind or nature, which are admitted to the domestic mails of either country, except as herein prohibited, shall be admitted to the mails exchanged under this Convention; subject however to such regulations as the Postal Administration of the country of destination may deem necessary to protect its custom revenues. But articles other than letters in their usual and ordinary form, must never be closed against inspection but must must be so wrapped or enclosed that they may be readily and thoroughly examined by postmasters or Customs Officers.

The following articles are prohibited admission to the mails exchanged under this Convention:

Publications which violate the copy-right laws of the country of destination; packets, except single volumes of printed books, the weight of which exceeds two kilograms; liquids, poisons, explosive or inflammable substances, fatty substances, those which easily liquefy, live or dead animals, not dried, insects and reptiles, confections, pastes, fruits and vegetables which will easily decompose, and substances which exhale a bad odor, lottery tickets or circulars, all obscene and immoral articles, other articles which may destroy or in any way damage the mails, or injure the persons handling them.

(*b*) Except as required by the regulations of the country of destination for the collection of its custom duties, all admissible matter mailed in one country for the other, or received in one country from the other, whether by land or sea conveyance, shall be free from any detention or inspection whatever, and shall in the first case be forwarded by the most speedy means to its destination, and in the latter be promptly delivered to the respective persons to whom it is addressed, being subject in its transmission to the laws and regulations of each country respectively.

(*c*) The classification of, and the rates of postage and the registration fee to be levied and collected upon mail-matter originating in either country and addressed to the other, shall be in accordance with the domestic laws and regulations of the country of origin; provided that the rates of postage and registration fees so levied shall not exceed in either country the minimum rates of postage and registration fee prescribed for articles of a like nature by Articles 5 and 6 of the Universal Postal Union Convention of Paris of June, 1878, as amended by the Additional Act of Lisbon of March 21, 1885.

ARTICLE 2.

(*a*) Each Administration shall retain to its own use the whole of the postages and registration fees it collects on postal articles exchanged with the other, including deficient postage. Consequently, there will be no postage accounts between the two countries.

(*b*) Full prepayment of postage shall be required in both countries upon correspondence of all kinds, except letters upon which prepayment of at least one full rate shall be compulsory. Payment of postage and registration fees shall be certified by affixing the appropriate stamps of the country of origin.

(*c*) Each insufficiently prepaid letter shall have stamped on its cover the capital letter T, and shall have indicated plainly thereon, in figures, on the upper left-hand corner of the address, by the postal officials of the country of origin, the amount of the deficient postage, and only the amount so indicated shall be collected of addressees on delivery, except in cases of obvious error.

ARTICLE 3.

No postage charges shall be levied in either country on fully prepaid correspondence originating in the other, nor shall any charge be made in the country of destination upon official correspondence which under the postal regulations of the country of origin is entitled to freedom from postage; but the country of destination will receive, forward and deliver the same free of charge.

ARTICLE III.

A letter or communication of the nature of personal correspondence must not accompany, be written on, or inclosed with any parcel.

If such be found, the letter will be placed in the mails if separable, and if the communication be inseparably attached, the whole package will be rejected. If, however, any such should inadvertently be forwarded, the country of destination will collect double rates of postage according to the Universal Postal Union Convention.

No parcel may contain parcels intended for delivery at an address other than that borne by the parcel itself. If such inclosed parcels be detected, they must be sent forward singly, charged with new and distinct parcel-post rates.

ARTICLE IV.

The packages in question shall be subject in the country of destination to all customs duties and all customs regulations in force in that country for the protection of its customs revenues, and to the following rates of postage, which shall in all cases be required to be FULLY PREPAID with postage stamps of the country of origin, viz:

In the United States, for a parcel not exceeding one pound in weight, 12 cents; and for each additional pound, or fraction of a pound, 12 cents.

In Barbados, for a parcel not exceeding one pound in weight, six pence, and for each additional pound, or fraction of a pound, six pence.

ARTICLE V.

The sender of each package must make a *Customs Declaration*, pasted upon or attached to the package, upon a special form provided for the purpose (see Model 1, annexed hereto), giving a general description of the parcel, an accurate statement of the contents and value, date of mailing, and the sender's signature and place of residence, and place of address.

The sender will, at the time of mailing the package, receive a certificate of mailing from the post-office where the package is mailed, on a form like Model 2, annexed hereto.

The sender of a package may obtain a return receipt for the same by paying in the United States a fee of five cents, and in Barbados two and a half pence, in addition to the postage on each packet, to be affixed to the packet in stamps of the country of origin.

ARTICLE VI.

The packages shall be delivered to addressees in the country of destination free of charge *for postage;* but the customs duties properly chargeable thereon shall be collected on delivery in accordance with the customs regulations of the country of destination; and the country of destination may, at its option, levy and collect from the addressee for interior service and delivery a charge not exceeding five cents in the United States and two and a half pence in Barbados on each single parcel of whatever weight; and if the weight exceeds one pound, a charge equal to one cent or one half-penny for each four ounces of weight or fraction thereof.

ARTICLE VII.

The packages shall be considered as a component part of the mails exchanged direct between the United States and Barbados, to be dispatched by the country of origin to the other at its cost and by such means as it provides, but must be forwarded, at the option of the dispatching office, either in boxes prepared expressly for the purpose or in ordinary mail sacks, these boxes or sacks to be marked "Parcel post," and not to contain any other articles of mail matter, and to be securely sealed with wax, or otherwise, as may be mutually provided by regulations hereunder.

Each country shall promptly return *empty* to the dispatching office by next mail, all such bags and boxes, but subject to other regulations between the two administrations.

Although articles admitted under this Convention will be transmitted as aforesaid between the exchange offices, they should be so carefully packed as to be safely transmitted in the open mails of either country, both in going to the exchange office in the country of origin and to the office of address in the country of destination.

Each dispatch of a parcel post mail must be accompanied by a descriptive list, in duplicate, of all the packages sent, showing distinctly the list number of each par-

value to the sender, which are not delivered from any cause, shall be reciprocally returned monthly without charge, through the central administrations of the two countries, in special packets or sacks marked "Rebuts," after the expiration of the period for their retention required by the laws or regulations of the country of destination; the returned registered articles to be accompanied by a descriptive list, and the special packets or sacks used for returning undelivered matter to be forwarded under registration when registered articles are returned in them.

(*b*) Fully prepaid letters which bear requests by the senders for their return in case of non-delivery by a certain date, or within a specified time, shall be reciprocally returned, without charge, directly to the despatching exchange office, at the expiration of the period for their retention indicated in the requests.

(*c*) Fully prepaid letters bearing on the covers the business cards, the names and addresses of the senders, or designation of places to which they may be returned, as post-office box, street and number, &c., without requests for their return in case of non-delivery within a specified time, shall be reciprocally returned without charge directly to the despatching exchange office, at the expiration of thirty days from the date of their receipt at the office of destination.

ARTICLE 11.

The sender of any article of admissible matter may cause its return, or the address to be changed, before its delivery to the addressee. The request therefor must be made by the Post-Office Department of the country of origin, at the cost of the sender.

ARTICLE 12.

All matters connected with the exchange of mails between the two countries, which are not herein provided for, shall be governed by the provisions of the Universal Postal Union Convention and Regulations now in force, or which may hereafter be enacted, for the governance of such matters in the exchanges of mails between countries of the Universal Postal Union generally; so far as the articles of such Universal Postal Union Convention shall be obligatory upon both of the contracting parties.

ARTICLE 13.

The Postmaster-General of the United States of America, and the Director-General of Posts of the United Mexican States, shall have authority to jointly make such further regulations of order and detail as may be found necessary to carry out the present Convention from time to time; and may by agreement prescribe conditions for the admission to the mails of any of the articles prohibited by Article 1.

ARTICLE 14.

In case of the misfortune of war between the two nations, the mail-service of the two post-offices shall continue, without impediment or molestation, until six weeks after a notification shall have been made on the part of either of the two Governments and delivered to the other, that the service is to be discontinued; and in such case the mail-packets of the two countries shall be permitted to return freely and under special protection to their respective ports.

ARTICLE 15.

This Convention abrogates the special postal convention between the two countries signed at the city of Mexico, December 11, 1861. It shall be ratified by the contracting countries in accordance with their respective laws, and its ratification shall be exchanged at the city of Washington as early as possible, not later than three months from this date. It shall take effect on the 1st day of July, 1887, and shall continue in force until terminated by mutual agreement, or annulled at the instance of the Post-Office Department of either country, upon six months previous notice given to the other.

Done in duplicate and signed at Washington the fourth day of April one thousand eight hundred and eighty-seven.

[SEAL.] WM. F. VILAS,
Postmaster-General.

[SEAL.] M. ROMERO,
Envoy Extraordinary and Minister Plenipotentiary from the United Mexican States to the United States of America.

'he foregoing Convention between the United States of America and the United xican States has been negotiated and concluded with my advice and consent, and iereby approved and ratified.

n testimony whereof, I have caused the Great Seal of the United States to be eunto affixed.

SEAL.] GROVER CLEVELAND

'y the President:

T. F. BAYARD,
Secretary of State,
Washington, June 21, 1887.

he undersigned, William F. Vilas, Postmaster General of the United States of erica, and Matias Romero, Envoy Extraordinary and Minister Plenipotentiary of United Mexican States at Washington, having met together for the purpose of hanging the ratifications of the Postal Convention, concluded between the United tes of America and the United Mexican States and signed at Washington April 1887, and having carefully compared the ratifications of said Convention and nd them exactly conformable to each other, the exchange took place this day in usual form.

1 witness whereof, they have signed the present protocol of exchange and have ked thereto the seals of their arms.

'one at Washington this twenty first day of June, one thousand eight hundred . eighty-seven.

SEAL.] WM. F. VILAS,
Postmaster General.

SEAL.] M. ROMERO,
Envoy Extraordinary and Minister Plenipotentiary from the United Mexican States to the United States of America.

JAMAICA.

For the purpose of making better postal arrangements between Jamaica and the ited States of America, the undersigned, Sir Henry Wylie Norman, G. C. B., G. M. G., C. I. E., Governor of Jamaica, and William F. Vilas, Postmaster-General the United States of America, by virtue of authority vested in them by law, have reed upon the following articles for the establishment of a parcels post system of changes between the two countries.

ARTICLE I.

The provisions of this Convention relate only to parcels of mail matter to be exanged by the system herein provided for, and do not affect the arrangements now isting under the Universal Postal Union Convention, which will continue as herefore; and all the agreements hereinafter contained apply exclusively to mails exanged under these articles, *directly* between the office in New York, in the State New York, and such other offices within the United States as may be hereafter signated by the Postmaster-General of the United States, and the office of Kingsn, Jamaica, and such other offices within the Island of Jamaica, as may be hereter designated by the Postmaster of Jamaica; such matter to be admitted to the ails under these articles as shall be sent through such exchange office from any lace in either country to any place in the other.

ARTICLE II.

There shall be admitted to the mails exchanged under this Convention, articles f merchandise and mail matter except letters, post cards, and written matter, of all inds that are admitted under any conditions to the domestic mails of the country of rigin, except that no packet must exceed 11 pounds (or 5 kilograms) in weight, or the following dimensions: Greatest length in any direction, two feet; greatest irth, four feet; and must be so wrapped or inclosed as to permit their contents to e easily examined by postmasters and customs officers; and except that the followng articles are prohibited:

Publications which violate the copyright laws of the country of destination; poions, and explosive or inflammable substances; fatty substances, liquids, and those hich easily liquefy, confections and pastes; live or dead animals, except dead in-

ects and reptiles when thoroughly dried; fruits and vegetables, and substances which exhale a bad odor; lottery tickets, lottery advertisements, or lottery circulars; all obscene or immoral articles; articles which may in any way damage or destroy the mails, or injure the persons handling them.

ARTICLE III.

A letter or communication of the nature of personal correspondence must not accompany, be written on, or inclosed with any parcel.

If such be found, the letter will be placed in the mails if separable, and if the communication be inseparably attached, the whole package will be rejected. If, however, any such should inadvertently be forwarded, the country of destination will collect double rates of postage according to the Universal Postal Union Convention.

No parcel may contain parcels intended for delivery at an address other than that borne by the parcel itself. If such inclosed parcels be detected, they must be sent forward singly, charged with new and distinct parcel-post rates.

ARTICLE IV.

The packages in question shall be subject in the country of destination to all customs duties and all customs regulations in force in that country for the protection of its customs revenues, and to the following rates of postage, which shall in all cases be required to be FULLY PREPAID with postage stamps of the country of origin, viz:

In the United States, for a parcel not exceeding one pound in weight, 12 cents; and for each additional pound, or fraction of a pound, 12 cents.

In Jamaica, for a parcel not exceeding one pound in weight, six pence, and for each additional pound, or fraction of a pound, six pence.

ARTICLE V.

The sender of each package must make a *Customs Declaration*, pasted upon or attached to the package, upon a special form provided for the purpose (see Model 1, "A," annexed hereto), giving a general description of the parcel, an accurate statement of the contents and value, date of mailing, and the sender's signature and place of residence, and place of address.

The sender will, at the time of mailing the package, receive a certificate of mailing from the post-office where the package is mailed, on a form like Model 2, annexed hereto.

The sender of a package may obtain a return receipt for the same by paying in the United States a fee of five cents, and in Jamaica two pence, in addition to the postage on each packet, to be affixed to the packet in stamps of the country of origin.

The sender of a package may have the same registered by paying the registration fee required for registered articles in the country of origin, and will receive the return receipt without special charge therefor.

ARTICLE VI.

The addressees of registered articles shall be advised of the arrival of a package addressed to them, by a notice from the post-office of destination.

The packages shall be delivered to addressees in the country of destination free of charge *for postage;* but the customs duties properly chargeable thereon shall be collected on delivery in accordance with the customs regulations of the country of destination; and the country of destination may, at its option, levy and collect from the addressee for interior service and delivery a charge not exceeding five cents in the United States and two and a half pence in Jamaica on each single parcel of whatever weight; and if the weight exceeds one pound, a charge equal to one cent or one half-penny for each four ounces of weight or fraction thereof.

ARTICLE VII.

The packages shall be considered as a component part of the mails exchanged direct between the United States and Jamaica, to be dispatched by the country of origin to the other at its cost and by such means as it provides, but must be forwarded, at the option of the dispatching office, either in boxes prepared expressly for the purpose or in ordinary mail sacks, to be marked "Parcel post," and not to contain any

other articles of mail matter, and to be securely sealed with wax, or otherwise, as may be mutually provided by regulations hereunder.

Each country shall promptly return *empty* to the dispatching office by next mail, all such bags and boxes, but subject to other regulations between the two administrations.

Although articles admitted under this Convention will be transmitted as aforesaid between the exchange offices, they should be so carefully packed as to be safely transmitted in the open mails of either country, both in going to the exchange office in the country of origin and to the office of address in the country of destination.

Each dispatch of a parcel post mail must be accompanied by a descriptive list, in duplicate, of all the packages sent, showing distinctly the list number of each parcel, the name of the sender, the name of the addressee with address of destination, and the declared contents and value; and must be inclosed in one of the boxes or sacks of such dispatch. (See Model 3 annexed hereto.)

ARTICLE VIII.

As soon as the mail shall have reached the office of destination, that office shall check the contents of the mail.

In the event of the parcel bill not having been received a substitute should be at once prepared.

Any errors in the entries on the parcel bill which may be discovered, should, after verification by a second officer, be corrected and noted for report to the dispatching office on a form, "Verification certificate," which should be sent in the special envelope.

If a parcel advised on the bill be not received, after the non-receipt has been verified by a second officer, the entry on the bill should be canceled and the fact reported at once.

If a parcel be observed to be insufficiently prepaid, it must not be taxed with deficient postage, but the circumstance must be reported on the verification certificate form.

Should a parcel be received in a damaged or imperfect condition, full particulars should be reported on the same form.

If no verification certificate or note of error be received, a parcel mail shall be considered as duly delivered, having been found on examination correct in all respects.

ARTICLE IX.

If a package cannot be delivered as addressed, or is refused, the sender will be communicated with through the central administration of the office of destination, as to the manner in which he desires the package to be disposed of, and if no reply is received from him within a period of three months from the date of the notice, the package may be sold for the benefit of whom it may concern.

An order for redirection or reforwarding must be accompanied by the amount due for postage necessary for the return of the article to the office of origin, at the ordinary parcel rates.

When the contents of a parcel which cannot be delivered are liable to deterioration or corruption, they may be destroyed at once, if necessary, or if expedient, sold, without previous notice or judicial formality, for the benefit of the right person, the particulars of each sale being noticed by one post-office to the other.

ARTICLE X.

The Post-Office Department of either of the contracting countries will not be responsible for the loss or damage of any package, and no indemnity can consequently be claimed by the sender or addressee in either country.

ARTICLE XI.

Each country shall retain to its own use the whole of the postages, registration and delivery fees, it collects on said packages; consequently, this Convention will give rise to no separate accounts between the two countries.

ARTICLE XII.

The Postmaster-General of the United States of America, and the Postmaster of Jamaica, shall have authority to jointly make such further regulations of order and detail as may be found necessary to carry out the present Convention from time to time; and may, by agreement, prescribe conditions for the admission in packages exchanged under this Convention of any of the articles prohibited by Article II.

ARTICLE XIII.

This Convention shall take effect and operations thereunder shall begin on the first day of October, 1887, and shall continue in force until terminated by mutual agreement, but may be annulled at the desire of either Department, upon six months' previous notice given to the other.

Done in duplicate, and signed at Washington the twenty-second day of July, 1887, and at Kingston, the third day of September, 1887.

H. W. NORMAN,
Governor of Jamaica.

{ Seal of Post-Office } { Dep't of U. S. }

WM. F. VILAS,
Postmaster-General of the United States.

The foregoing Parcel Post Convention between Jamaica and the United States of America, has been negotiated and concluded with my advice and consent, and is hereby approved and ratified.

In testimony whereof I have caused the Great Seal of the United States to be hereunto affixed.

GROVER CLEVELAND.

By the President:
T. F. BAYARD,
Secretary of State.
WASHINGTON, *September 15th, 1887.*

{ Great Seal of U. S. }

BARBADOS.

For the purpose of making better postal arrangements between Barbados and the United States of America, the undersigned, Sir Charles Cameron Lees, K. C. M. G., Governor of Barbados, and William F. Vilas, Postmaster-General of the United States of America, by virtue of authority vested in them by law, have agreed upon the following articles for the establishment of a parcels post system of exchanges between the two countries.

ARTICLE I.

The provisions of this Convention relate only to parcels of mail matter to be exchanged by the system herein provided for, and do not affect the arrangements now existing under the Universal Postal Union Convention, which will continue as heretofore; and all the agreements hereinafter contained apply exclusively to mails exchanged under these articles, *directly* between the office of New York, in the State of New York, and such other offices within the United States as may be hereafter designated by the Postmaster-General of the United States, and the office of Bridgetown, Barbados, and such other offices within the Island of Barbados, as may hereafter be designated by the Postmaster of Barbados; such matter to be admitted to the mails under these articles as shall be sent through such exchange offices from any place in either country to any place in the other.

ARTICLE II.

There shall be admitted to the mails exchanged under this Convention, articles of merchandise and mail matter, except letters, post cards, and written matter, of all kinds that are admitted under any conditions to the domestic mails of the country of origin, except that no packet must exceed 11 pounds (or 5 kilograms) in weight, nor the following dimensions: Greatest length in any direction, three feet six inches; greatest length and girth combined, six feet; and must be so wrapped or inclosed as to permit their contents to be easily examined by postmasters and customs officers; and except that the following articles are prohibited:

Publications which violate the copyright laws of the country of destination; poisons, and explosive or inflammable substances; fatty substances, liquids, and those which easily liquefy, confections and pastes; live or dead animals, except dead insects and reptiles when thoroughly dried; fruits and vegetables, and substances which exhale a bad odor; lottery tickets, lottery advertisements or lottery circulars; all obscene or immoral articles; articles which may in any way damage or destroy the mails, or injure the persons handling them.

ARTICLE III.

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› found, the letter will be placed in the mails if separable, and if the .on be inseparably attached, the whole package will be rejected. If, y such should inadvertently be forwarded, the country of destination double rates of postage according to the Universal Postal Union Con-

may contain parcels intended for delivery at an address other than that parcel itself. If such inclosed parcels be detected, they must be sent ;ly, charged with new and distinct parcel-post rates.

ARTICLE IV.

ges in question shall be subject in the country of destination to all cus- and all customs regulations in force in that country for the protection ms revenues, and to the following rates of postage, which shall in all uired to be FULLY PREPAID with postage stamps of the country of origin,

ited States, for a parcel not exceeding one pound in weight, 12 cents; additional pound, or fraction of a pound, 12 cents.
os, for a parcel not exceeding one pound in weight, six pence, and for nal pound, or fraction of a pound, six pence.

ARTICLE V.

r of each package must make a *Customs Declaration*, pasted upon or at- e package, upon a special form provided for the purpose (see Model 1, 'eto), giving a general description of the parcel, an accurate statement its and value, date of mailing, and the sender's signature and place of id place of address.
r will, at the time of mailing the package, receive a certificate of mail- post-office where the package is mailed, on a form like Model 2, annexed

r of a package may obtain a return receipt for the same by paying in tates a fee of five cents, and in Barbados two and a half pence, in addi- postage on each packet, to be affixed to the packet in stamps of the rigin.

ARTICLE VI.

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ARTICLE VII.

ges shall be considered as a component part of the mails exchanged di- the United States and Barbados, to be dispatched by the country of e other at its cost and by such means as it provides, but must be for- he option of the dispatching office, either in boxes prepared expressly ose or in ordinary mail sacks, these boxes or sacks to be marked "Parcel ot to contain any other articles of mail matter, and to be securely sealed r otherwise, as may be mutually provided by regulations hereunder.
try shall promptly return *empty* to the dispatching office by next mail, s and boxes, but subject to other regulations between the two adminis-

articles admitted under this Convention will be transmitted as aforesaid exchange offices, they should be so carefully packed as to be safely in the open mails of either country, both in going to the exchange office ry of origin and to the office of address in the country of destination.
itch of a parcel post mail must be accompanied by a descriptive list, in all the packages sent, showing distinctly the list number of each par-

col, the name of the sender, the name of the addressee with address of destination, and the declared contents and value; and must be inclosed in one of the boxes or sacks of such dispatch. (See Model 3 annexed hereto.)

ARTICLE VIII.

As soon as the mail shall have reached the office of destination, that office shall check the contents of the mail.

In the event of the parcel bill not having been received a substitute should be at once prepared.

Any errors in the entries on the parcel bill which may be discovered, should, after verification by a second officer, be corrected and noted for report to the dispatching office on a form, "Verification certificate," which should be sent in the special envelope.

If a parcel advised on the bill be not received, after the non-receipt has been verified by a second officer, the entry on the bill should be canceled and the fact reported at once.

If a parcel be observed to be insufficiently prepaid, it must not be taxed with deficient postage, but the circumstance must be reported on the verification certificate form.

Should a parcel be received in a damaged or imperfect condition, full particulars should be reported on the same form.

If no verification certificate or note of error be received, a parcel mail shall be considered as duly delivered, having been found on examination correct in all respects.

ARTICLE IX.

If a package cannot be delivered as addressed, or is refused, the sender will be communicated with through the central administration of the office of destination, as to the manner in which he desires the package to be disposed of, and if no reply is received from him within a period of three months from the date of the notice, the package may be sold for the benefit of whom it may concern.

An order for redirection or reforwarding must be accompanied by the amount due for postage necessary for the return of the article to the office of origin, at the ordinary parcel rates.

When the contents of a parcel which cannot be delivered are liable to deterioration or corruption, they may be destroyed at once, if necessary, or if expedient, sold, without previous notice or judicial formality, for the benefit of the right person, the particulars of each sale being noticed by one post-office to the other.

ARTICLE X.

The Post-Office Department of either of the contracting countries will not be responsible for the loss or damage of any package, and no indemnity can consequently be claimed by the sender or addressee in either country.

ARTICLE XI.

Each country shall retain to its own use the whole of the postages and delivery fees, it collects on said packages; consequently, this Convention will give rise to no separate accounts between the two countries.

ARTICLE XII.

The Postmaster-General of the United States of America, and the Postmaster of Barbados, shall have authority to jointly make such further regulations of order and detail as may be found necessary to carry out the present Convention from time to time; and may, by mutual agreement, prescribe conditions for the admission in packages exchanged under this Convention of any of the articles prohibited by Article II.

ARTICLE XIII.

This Convention shall take effect and operations thereunder shall begin on the first day of December, 1887, and shall continue in force until terminated by mutual agreement, but may be annulled at the desire of either Department, upon six months' previous notice given to the other.

Done in duplicate, and signed at Washington the tenth day of November, 1887, and at Bridgetown, the twenty-ninth day of October, 1887.

C. C. LEES,
Governor of Barbados.

{ Seal of Post-Office Dep't of U. S. }

WM. F. VILAS,
Postmaster-General of the United States.

The foregoing Parcel Post Convention between Barbados and the United States of America, has been negotiated and concluded with my advice and consent, and is hereby approved and ratified.

In testimony whereof I have caused the Great Seal of the United States to be hereunto affixed.

GROVER CLEVELAND.

By the President:
T. F. BAYARD,
Secretary of State.
WASHINGTON, *November 10th*, 1887.

{ Great Seal of U. S. }

THE BAHAMAS.

For the purpose of making better postal arrangements between the United States of America and the Bahamas, the undersigned, William F. Vilas, Postmaster-General of the United States of America, and Sir Ambrose Shea, K. C. M. G., Governor of the Bahamas, by virtue of authority vested in them by law, have agreed upon the following articles for the establishment of a parcels post system of exchanges between the two countries.

ARTICLE I.

The provisions of this Convention relate only to parcels of mail matter to be exchanged by the system herein provided for, and do not affect the arrangements now existing under the Universal Postal Union Convention, which will continue as heretofore; and all the agreements hereinafter contained apply exclusively to mails exchanged under these articles, *directly* between the office of New York, in the State of New York, and such other offices within the United States as may be hereafter designated by the Postmaster-General of the United States, and the office of Nassau, N. P., Bahamas, and such other offices within the Bahamas as may be hereafter designated by the Postmaster of the Bahamas; such matter to be admitted to the mails under these articles as shall be sent through such exchange offices from any place in either country to any place in the other.

ARTICLE II.

There shall be admitted to the mails exchanged under this Convention, articles of merchandise and mail matter except letters, post cards, and written matter, of all kinds that are admitted under any conditions to the domestic mails of the country of origin, except that no packet must exceed 11 pounds (or 5 kilograms) in weight, nor the following dimensions: Greatest length in any direction three feet six inches; greatest length and girth combined, six feet; and must be so wrapped or inclosed as to permit their contents to be easily examined by postmasters and customs officers; and except that the following articles are prohibited:

Publications which violate the copyright laws of the country of destination; poisons, and explosive or inflammable substances; fatty substances, liquids, and those which easily liquefy, confections and pastes; live or dead animals, except dead insects and reptiles when thoroughly dried; fruits and vegetables, and substances which exhale a bad odor; lottery tickets, lottery advertisements, or lottery circulars; all obscene or immoral articles; articles which may in any way damage or destroy the mails, or injure the persons handling them.

ARTICLE III.

A letter or communication of the nature of personal correspondence must not accompany, be written on, or inclosed with any parcel.

If such be found, the letter will be placed in the mails if separable, and if the communication be inseparably attached, the whole package will be rejected. If, however, any such should inadvertently be forwarded, the country of destination will collect double rates of postage according to the Universal Postal Union Convention.

No parcel may contain parcels intended for delivery at an address other than that borne by the parcel itself. If such inclosed parcels be detected, they must be sent forward singly, charged with new and distinct parcel-post rates.

ARTICLE IV.

The packages in question shall be subject in the country of destination to all customs duties and all customs regulations in force in that country for the protection

of its customs revenues, and to the following rates of postage, which shall in all cases be required to be FULLY PREPAID with postage stamps of the country of origin, viz:

In the United States, for a parcel not exceeding one pound in weight, 12 cents; and for each additional pound, or fraction of a pound, 12 cents.

In the Bahamas, for a parcel not exceeding one pound in weight, six pence; and for each additional pound, or fraction of a pound, six pence.

ARTICLE V.

The sender of each package must make a *Customs Declaration*, pasted upon or attached to the package, upon a special form provided for the purpose (see Model 1, "A," annexed hereto), giving a general description of the parcel, an accurate statement of the contents and value, date of mailing, and the sender's signature and place of residence, and place of address.

The sender will, at the time of mailing the package, receive a certificate of mailing from the post-office where the package is mailed, on a form like Model 2, annexed hereto.

The sender of a package may obtain a return receipt for the same by paying in the United States a fee of five cents, and in the Bahamas two pence, in addition to the postage on each packet, to be affixed to the packet in stamps of the country of origin.

The sender of a package may have the same registered by paying the registration fee required for registered articles in the country of origin, and will receive the return receipt without special charge therefor.

ARTICLE VI.

The addressees of registered articles shall be advised of the arrival of a package addressed to them, by a notice from the post-office of destination.

The packages shall be delivered to addressees in the country of destination free of charge *for postage;* but the customs duties properly chargeable thereon shall be collected on delivery in accordance with the customs regulations of the country of destination; and the country of destination may, at its option, levy and collect from the addressee for interior service and delivery a charge not exceeding five cents in the United States and two and a half pence in the Bahamas on each single parcel of whatever weight; and if the weight exceeds one pound, a charge equal to one cent or one half-penny for each four ounces of weight or fraction thereof.

ARTICLE VII.

The packages shall be considered as a component part of the mails exchanged direct between the United States and the Bahamas, to be dispatched by the country of origin to the other at its cost and by such means as it provides, but must be forwarded, at the option of the dispatching office, either in boxes prepared expressly for the purpose or in ordinary mail sacks, to be marked "Parcel post," and not to contain any other articles of mail matter, and to be securely sealed with wax, or otherwise, as may be mutually provided by regulations hereunder.

Each country shall promptly return *empty* to the dispatching office by next mail, all such bags and boxes, but subject to other regulations between the two administrations.

Although articles admitted under this Convention will be transmitted as aforesaid between the exchange offices, they should be so carefully packed as to be safely transmitted in the open mails of either country, both in going to the exchange office in the country of origin and to the office of address in the country of destination.

Each dispatch of a parcel post mail must be accompanied by a descriptive list, in duplicate, of all the packages sent, showing distinctly the list number of each parcel, the name of the sender, the name of the addressee with address of destination, and the declared contents and value; and must be inclosed in one of the boxes or sacks of such dispatch. (See Model 3 annexed hereto.)

ARTICLE VIII.

As soon as the mail shall have reached the office of destination, that office shall check the contents of the mail.

In the event of the parcel bill not having been received a substitute should be at once prepared.

Any errors in the entries on the parcel bill which may be discovered, should, after verification by a second officer, be corrected and noted for report to the dispatching office on a form, "Verification certificate," which should be sent in the special envelope.

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tage, but the circumstance must be reported on the verification certificate

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› reported on the same form.
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ARTICLE IX.

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orruption, they may be destroyed at once, if necessary, or if expedient,
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ARTICLE X.

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ARTICLE XI.

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ARTICLE XII.

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d under this Convention of any of the articles prohibited by Article II.

ARTICLE XIII.

›nvention shall take effect and operations thereunder shall begin on the
of February, 1888, and shall continue in force until terminated by mutual
ıt, but may be annulled at the desire of either Department, upon six
›revious notice given to the other.
ı duplicate, and signed at Washington the twentieth day of December, 1887,
ıssau, N. P., the ninth day of January 1888

Post-Office }
t of U. S. }

WM. F. VILAS,
Postmaster-General of the United States.
A. SHEA
Governor of the Bahamas.

'egoing Parcel Post Convention between the United States of America and
mas has been negotiated and concluded with my advice and consent, and
approved and ratified.
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affixed.

Seal of }
S. }

GROVER CLEVELAND.

President:
T. F. BAYARD,
Secretary of State.

NGTON, *January 16th, 1888*

BRITISH HONDURAS.

For the purpose of making better postal arrangements between the United States of America and British Honduras, the undersigned, Don M. Dickinson, Postmaster-General of the United States of America, and William James McKinney, Postmaster of British Honduras, by virtue of authority vested in them by law, have agreed upon the following articles for the establishment of a parcels post system of exchanges between the two countries.

ARTICLE I.

The provisions of this Convention relate only to parcels of mail matter to be exchanged by the system herein provided for, and do not affect the arrangements now existing under the Universal Postal Union Convention, which will continue as heretofore; and all the agreements hereinafter contained apply exclusively to mails exchanged under these articles, *directly* between the office of New Orleans, and such other offices within the United States as may be hereafter designated by the Postmaster-General of the United States, and the office of Belize, and such other offices within British Honduras, as may be hereafter designated by the Postmaster of British Honduras; such matter to be admitted to the mails under these articles as shall be sent through such exchange offices from any place in either country to any place in the other.

ARTICLE II.

There shall be admitted to the mails exchanged under this Convention, articles of merchandise and mail matter except letters, post cards, and written matter, of all kinds that are admitted under any conditions to the domestic mails of the country of origin, except that no packet must exceed 11 pounds (or 5 kilograms) in weight, nor the following dimensions: Greatest length in any direction three feet six inches; greatest length and girth combined, six feet; and must be so wrapped or inclosed as to permit their contents to be easily examined by postmasters and customs officers; and except that the following articles are prohibited:

Publications which violate the copyright laws of the country of destination; poisons, and explosive or inflammable substances; fatty substances, liquids, and those which easily liquefy, confections and pastes; live or dead animals, except dead insects and reptiles when thoroughly dried; fruits and vegetables, and substances which exhale a bad odor; lottery tickets, lottery advertisements, or lottery circulars; all obscene or immoral articles; articles which may in any way damage or destroy the mails, or injure the persons handling them.

ARTICLE III.

A letter or communication of the nature of personal correspondence must not accompany, be written on, or inclosed with any parcel.

If such be found, the letter will be placed in the mails if separable, and if the communication be inseparably attached, the whole package will be rejected. If, however, any such should inadvertently be forwarded, the country of destination will collect double rates of postage according to the Universal Postal Union Convention.

No parcel may contain parcels intended for delivery at an address other than that borne by the parcel itself. If such inclosed parcels be detected, they must be sent forward singly, charged with new and distinct parcel-post rates.

ARTICLE IV.

The packages in question shall be subject in the country of destination to all customs duties and all customs regulations in force in that country for the protection of its customs revenues, and to the following rates of postage, which shall in all cases be required to be FULLY PREPAID with postage stamps of the country of origin, viz:

In the United States, for a parcel not exceeding one pound in weight, 12 cents; and for each additional pound, or fraction of a pound, 12 cents.

In British Honduras, for a parcel not exceeding one pound in weight, six pence; and for each additional pound, or fraction of a pound, six pence.

ARTICLE V.

The sender of each package must make a *Customs Declaration*, pasted upon or attached to the package, upon a special form provided for the purpose (see Model 1, "A," annexed hereto), giving a general description of the parcel, an accurate statement of the contents and value, date of mailing, and the sender's signature and place of residence, and place of address.

The sender will, at the time of mailing the package, receive a certificate of mailing from the post-office where the package is mailed, on a form like Model 2, annexed hereto.

The sender of a package may obtain a return receipt for the same by paying in the United States a fee of five cents, and in British Honduras two pence, in addition to the postage on each packet, to be affixed to the packet in stamps of the country of origin.

The sender of a package may have the same registered by paying the registration fee required for registered articles in the country of origin, and will receive the return receipt without special charge therefor.

ARTICLE VI.

The addressees of registered articles shall be advised of the arrival of a package addressed to them, by a notice from the post-office of destination.

The packages shall be delivered to addressees in the country of destination free of charge *for postage;* but the customs duties properly chargeable thereon shall be collected on delivery in accordance with the customs regulations of the country of destination; and the country of destination may, at its option, levy and collect from the addressee for interior service and delivery a charge not exceeding five cents in the United States and two and a half pence in British Honduras on each single parcel of whatever weight; and if the weight exceeds one pound, a charge equal to one cent or one half-penny for each four ounces of weight or fraction thereof.

ARTICLE VII.

The packages shall be considered as a component part of the mail exchanged direct between the United States and British Honduras, to be dispatched by the country of origin to the other at its cost and by such means as it provides, but must be forwarded, at the option of the dispatching office, either in boxes prepared expressly for the purpose or in ordinary mail sacks, to be marked "Parcel post," and not to contain any other articles of mail matter, and to be securely sealed with wax, or otherwise, as may be mutually provided by regulations hereunder.

Each country shall promptly return *empty* to the dispatching office by next mail, all such bags and boxes, but subject to other regulations between the two administrations.

Although articles admitted under this Convention will be transmitted as aforesaid between the exchange offices, they should be so carefully packed as to be safely transmitted in the open mails of either country, both in going to the exchange office in the country of origin and to the office of address in the country of destination.

Each dispatch of a parcel post mail must be accompanied by a descriptive list, in duplicate, of all the packages sent, showing distinctly the list number of each parcel, the name of the sender, the name of the addressee with address of destination, and the declared contents and value; and must be inclosed in one of the boxes or sacks of such dispatch. (See Model 3 annexed hereto.)

ARTICLE VIII.

As soon as the mail shall have reached the office of destination, that office shall check the contents of the mail.

In the event of the parcel bill not having been received a substitute should be at once prepared.

Any errors in the entries on the parcel bill which may be discovered, should, after verification by a second officer, be corrected and noted for report to the dispatching office on a form, "Verification certificate," which should be sent in the special envelope.

If a parcel advised on the bill be not received, after the non-receipt has been verified by a second officer, the entry on the bill should be canceled and the fact reported at once.

If a parcel be observed to be insufficiently prepaid, it must not be taxed with deficient postage, but the circumstance must be reported on the verification certificate form.

Should a parcel be received in a damaged or imperfect condition, full particulars should be reported on the same form.

If no verification certificate or note of error be received, a parcel mail shall be considered as duly delivered, having been found on examination correct in all respects.

ARTICLE IX.

If a package cannot be delivered as addressed, or is refused, the sender will be communicated with through the central administration of the office of destination, as to the manner in which he desires the package to be disposed of, and if no reply is received from him within a period of three months from the date of the notice, the package may be sold for the benefit of whom it may concern.

An order for redirection or reforwarding must be accompanied by the amount due for postage necessary for the return of the article to the office of origin, at the ordinary parcel rates.

When the contents of a parcel which cannot be delivered are liable to deterioration or corruption, they may be destroyed at once, if necessary, or if expedient, sold, without previous notice or judicial formality, for the benefit of the right person, the particulars of each sale being noticed by one post-office to the other.

ARTICLE X.

The Post-Office Department of either of the contracting countries will not be responsible for the loss or damage of any package, and no indemnity can consequently be claimed by the sender or addressee in either country.

ARTICLE XI.

Each country shall retain to its own use the whole of the postages, registration and delivery fees, it collects on said packages; consequently, this Convention will give rise to no separate accounts between the two countries.

ARTICLE XII.

The Postmaster-General of the United States of America, and the Postmaster of British Honduras, shall have authority to jointly make such further regulations of order and detail as may be found necessary to carry out the present Convention from time to time; and may, by agreement, prescribe conditions for the admission in packages exchanged under this Convention of any of the articles prohibited by Article II.

ARTICLE XIII.

This Convention shall take effect and operations thereunder shall begin on the first day of March, 1888, and shall continue in force until terminated by mutual agreement, but may be annulled at the desire of either Department, upon six months' previous notice given to the other.

Done in duplicate, and signed at Washington, the twenty-third day of January, 1888, and at Belize, the tenth day of February, 1888.

{ Seal of Post-Office Dep't of U. S. }

DON M. DICKINSON,
Postmaster-General of the United States.
W. J. MCKINNEY,
Postmaster of British Honduras.

The foregoing Parcel Post Convention between the United States of America and British Honduras has been negotiated and concluded with my advice and consent, and is hereby approved and ratified.

In testimony whereof I have caused the Great Seal of the United States to be hereunto affixed.

{ Great Seal of U. S. }

GROVER CLEVELAND.

By the President:

T. F. BAYARD,
Secretary of State.

WASHINGTON, *March 20th*, 1888.

MEXICO.

rpose of making better postal
ts between the United States
, and the United Mexican
ndersigned, Don M. Dickin-
ster General of the United
nerica, by virtue of authority
im by law, and Matias Ro-
Extraordinary and Minister
iary of the United Mexican
'ashington, duly empowered
the President of the United
ates, have agreed upon the
:ticles for the establishment
post system of exchanges
two countries.

Con objeto de establecer mayores arreglos postales entre los Estados Unidos de America y los Estados Unidos Mexicanos, los infrascritos, Don M. Dickinson, Administrador General de Correos de los Estados Unidos de America, en ejercicio de las facultades que le concede la Ley, y Matias Romero, Enviado Extraordinario y Ministro Plenipotenciario de los Estados Unidos Mexicanos en Washington, debidamente autorizado para ello por el Presidente de dichos Estados Unidos Mexicanos, han convenido en los siguientes artículos para el establecimiento de un sistema de Paquetes Postales, entre los dos países.

ARTICLE I.

sions of this Convention re-
parcels of mail matter to be
y the system herein provided
ct the arrangements now ex-
so far as they relate to mer-
rcels as provided for under
tion between the two con-
ntries signed on the 4th of
and all other arrangements
ained will continue as here-
all the arrangements here-
tained apply exclusively to
parcels mails exchanged un-
ticles.

ARTICULO I.

Las estipulaciones de esta Convencion se refieren tan solo á los paquetes de objetos enviados por el correo, que se cambien por el sistema que ella establece, y afectan solamente en lo que se relaciona con los paquetes de mercancias, los arreglos que ahora existen conforme á la Convencion Postal de 4 de Abril de 1887, y todas las demas estipulaciones de dicha Convencion continuaran vijentes como lo estan ahora; y todas las estipulaciones contenidas en la presente Convencion se aplicaran exclusivamente á las balijas de paquetes de mercancias que se cambien conforme á estos articulos.

ARTICLE II.

hall be admitted to the mails
nder this Convention, arti-
handise and mail matter, ex-
post-cards, and written mat-
inds that are admitted under
ns to the domestic mails of
of origin, except that no
t exceed five kilograms or
ds in weight, nor the follow-
ons: greatest length in any
rty centimeters, or two feet;
th one hundred and twenty
or four feet; and must be so
enclosed as to permit their
be easily examined by post-
customs officers; and except
mentioned in Article I, para-
of the Postal Convention
two contracting countries of
which are hereby prohibited.

ARTICULO II.

1. Se admitiran en las balijas que se cambien conforme á esta Convencion, mercancias y objetos trasmisibles por el correo, de cualquiera género que sean, exceptuando cartas, tarjetas postales y todo papel escrito, que se admitan conforme á los reglamentos que rijen respecto de las balijas domesticas del pais de origen, con tal de que ningun paquete exceda de cinco kilogramos ú once libras de peso, ni de las dimensiones siguientes: maximo de largo en cualquiera direccion, sesenta centimetros ó dos pies; máximo de perimetro, un metro veinte centimetros ó cuatro pies; y debera envolverse ó cubrirse de manera que permita que su contenido sea facilmente examinado por los empleados del correo y de la aduana; prohibiendose por el presente la admision en las balijas que se cambien entre los dos paises, conforme á esta Convencion, de los objetos mencionados en el Articulo I, parrafo a, de la Convencion Postal entre los dos paises contratantes de 4 de Abril de 1887.

2. Todos los paquetes de mercancias admisibles que se depositen en el correo de un país con destino al otro, ó que se reciban en un pais precedentes del otro,

issible articles of merchan-
in one country for the other,
n one country from the other,
land or sea conveyance, shall

be free from any detention or inspection whatever, except such as is required for collection of customs duties, and shall be forwarded by the most speedy means to their destination, being subject in their transmission to the laws and regulations of each country respectively.

ARTICLE III.

1. A letter or communication of the nature of personal correspondence must not accompany, be written on, or enclosed with any parcel.

2. If such be found, the letter will be placed in the mails if separable, and if inseparably attached, the whole package will be rejected. If, however, any such should inadvertently be forwarded, the country of destination will collect double rates of postage according to the Universal Postal Union Convention.

3. No parcel may contain parcels intended for delivery at an address other than the one borne by the parcel itself. If such enclosed parcels be detected, they must be sent forward singly, charged with new and distinct parcel post rates.

ARTICLE IV.

1. The following rates of postage shall in all cases be required to be fully prepaid with postage stamps of the country of origin, viz:

2. For a parcel not exceeding four hundred and sixty grams or one pound in weight, twelve cents; and for each additional four hundred and sixty grams or one pound, or fraction thereof, twelve cents.

3. The packages shall be promptly delivered to addressees at the post offices of address in the country of destination, free of charge for postage; but the country of destination may at its option, levy and collect from the addressee for interior service and delivery a charge not exceeding five cents on each single parcel of whatever weight; and if the weight exceeds four hundred and sixty grams or one pound, a charge equal to one cent for each one hundred and fifteen grams or four ounces, of weight, or fraction thereof.

ARTICLE V.

1. The sender will, at the time of mailing the package, receive a receipt of mailing from the post office where the package is mailed, on a form like Model I annexed hereto.

ya sea que se trasmitan por tierra ó por mar, seran libres de toda detencion ó inspeccion de cualquiera género que sea, exceptuando solamente la que fuere necesaria para cobrar los derechos aduanales, y se despacharan á su destino por la via mas rapida, quedando sujetos en su trasmision á les leyes y reglamentos de cada pais respectivamente.

ARTÍCULO III.

1. Ninguna carta ó comunicacion que tenga el carácter de correspondencia personal, podrá acompañar al paquete, ya sea que este escrita sobre el, ó incluida en el mismo.

2. Si se encontrare alguna carta, se pondrá en el correo, si pudiere separarse, y si estuviere adherida de manera que no se pueda separar, se desechará el paquete entero. Sin embargo, si alguna carta fuere enviada inadvertidamente, el pais de destino cobrará doble porte por ella, conforme á la Convencion de la Union Postal Universal.

3. Ningun paquete podrá contener bultos que tengan que entregarse á una direccion diferente de la que aparezca sobre el mismo paquete. Si se descubrieren tales bultos, se enviaran uno por uno, cobrandose nuevo y distinto porte por cada uno de ellos.

ARTICULO IV.

1. Se pagaran previamente y en su totalidad, en todo caso, los siguientes portes de correo en estampillas del correo del país de orígen, á saber:

2. Por un paquete que no exceda del peso de cuatrocientos sesenta gramos ó una libra, doce centavos, y por cada cuatrocientos sesenta gramos ó una libra adicionales, ó fraccion de este peso, doce centavos.

3. Los paquetes se entregaran prontamente á las personas á quienes se dirijan, en la oficina de Correos de su direccion, en el pais de su destino, libres de todo recargo por porte de correo; pero el pais del destino puede, á su opcion, imponer y cobrar á la persona á quien se dirija el paquete, y en compensacion del servicio interior y de entrega, un recargo que no exceda de cinco centavos por cada paquete que no pase de cuatrocientos sesenta gramos, ó una libra, y si el paquete excediese de ese peso, se cobrará un centavo por cada ciento quince gramos ó cuatro onzas de peso, ó fraccion de ese peso.

ARTICULO V.

1. Al depositar en el correo un paquete, se entregará al remitente un recibo que acredite su entrega en la oficina de correo que lo recibío, conforme al modelo anexo No. I.

er of a package may have
stered by paying the regis-
quired for registered arti-
intry of origin.
owledgment of the delivery
d article shall be returned
when requested; but either
require of the sender pre-
fee therefor not exceeding

cssees of registered articles
ed of the arrival of a pack-
to them, by a notice from
of destination.

ARTICLE VI.

ler of each package shall
ns Declaration, pasted upon
the package, upon a special
d for the purpose (See Model
reto) giving a general de-
ie parcel, an accurate state-
contents and value, date of
the sender's signature and
ence, and place of address.
Declaration herein provided
ted in the country of origin
period as the Postmaster
he country of destination
such omission.
kages in question shall be
country of destination to
ities and all customs regu-
ce in that country for the
its Customs Revenues; and
luties properly chargeable
be collected on delivery,
with the customs regula-
ountry of destination.

ARTICLE VII.

ry shall retain to its own
of the postages, registra-
ery fees, it collects on said
nsequently, this Conven-
e rise to no separate ac-
en the two countries.

ARTICLE VIII.

ages shall be considered as
part of the mails exchanged
en the United States of
Mexico, to be despatched
y of origin to the other at
by such means as it pro-
dinary mail sacks to be
cels Post" and to be se-
with wax or otherwise as
ually provided by regula-
er.

d packages shall be ex-
eparate and distinct sacks
istered Parcels Post."
ntry shall return to the

2. El remitente de un paquete podrá certificarlo, pagando el derecho de certificacion que se cobre en el pais de su origen.

3. Se enviará al remitente cuando asi lo solicite, un documento que justifique la entrega de un objeto certificado; pero cada pais puede exigir del remitente el pago previo de un derecho por ese servicio, que no exceda de cinco centavos.

4. Se informará á las personas á quienes se dirijan articulos certificados de la llegada de un paquete dirigido á ellas, por la oficina de correos de destino.

ARTICULO VI.

1. El remitente de cada paquete hará una declaracion aduanal que se pegará ó agregará al paquete, segun una formula especial que se le facilitará para ese objeto, (Vease el modelo anexo No. 2) que contenga una descripcion general del paquete, una manifestacion exacta de su contenido y valor, fecha del envio, fecha y lugar de residencia del remitente y lugar de su destino. Esta declaracion aduanal se omitirá en el pais de origen, durante el tiempo que asi lo solicite el Administrador General de Correos del pais de destino.

2. Estos paquetes quedaran sujetos en el pais de su destino á todos los reglamentos y derechos aduanales que estuvieren vigentes en el mismo pais, para protejer las rentas de sus aduanas; los derechos aduanales que debidamente corresponda cobrar sobre los mismos paquetes, seran cobrados al entregarse estos, de acuerdo con los reglamentos aduanales del pais de destino.

ARTICULO VII.

Cada pais retendrá para su propio uso, el total del porte de correo, de los derechos de certificacion y de entrega que colecte sobre dichos paquetes; y en consecuencia, esta Convencion no motivará cuentas separadas entre los dos paises.

ARTICULO VIII.

1. Los paquetes se consideraran como parte componente de las balijas cambiadas directamente entre los Estados Unidos de America y Mexico, y seran despachados por el pais de su origen al otro, á su costo y por los medios que el provea, en sacos ordinarios de correspondencia que se marcaran: "Paquetes Postales" y se sellaran con la seguridad debida, con lacre, ó de alguna otra manera que se determine mutuamente por los reglamentos respectivos.

2. Los paquetes certificados se cambiaran en sacos separados y distintos marcados: "Paquetes Postales Certificados".

3. Cada pais devolverá á la oficina de

despatching office by next mail, all bags or sacks used in the exchange of parcels.

4. Although articles admitted under this Convention will be transmitted as aforesaid between the exchange offices, they should be so carefully packed as to be safely transmitted in the open mails of either country, both in going to the exchange office in the country of origin and to the office of address in the country of destination.

5. Each despatch of a parcel post mail must be accompanied by a descriptive list in duplicate, of all the packages sent, showing distinctly the list number of each parcel, the name of the sender, the name of the addressee with address of destination; and must be enclosed in one of the sacks of such despatch under the Form of Model 3, annexed hereto

ARTICLE IX.

Exchanges of mails under this Convention from any place in either country to any place in the other, whether by sea or overland, shall be effected through the post offices of both countries already designated as Exchange Post Offices, or through such others as may be hereafter agreed upon, under such regulations relative to the details of the exchanges, as may be mutually determined to be essential to the security and expedition of the mails and the protection of the Customs Revenues.

ARTICLE X.

1. As soon as the mail shall have reached the exchange office of destination, that office shall check the contents of the mail.

2. In the event of the Parcel Bill not having been received, a substitute should at once be prepared.

3. Any errors in the entries on the Parcel Bill which may be discovered, shall, after verification by a second officer, be corrected and noted for report to the despatching office on a Form, "Verification Certificate," which shall be sent in the special envelope.

4. If a parcel advised on the bill be not received, after the non-receipt has been verified by a second officer the entry on the bill should be canceled and the fact reported at once.

5. Should a parcel be received in a damaged or imperfect condition, full particulars shall be reported on the same form.

correo que los despache, por el próximo correo, todos los sacos usados en el cambio de paquetes.

4. Aunque los objetos admitidos conforme á esta Convencion se trasmitiran en la forma designada, entre las oficinas de cambio, deberan empacarse cuidadosamente, á fin de que puedan trasmitirse en balijas abiertas de un pais, tanto á la oficina de correos de cambio en el pais de su origen, como á la oficina de correos á donde se dirijan, en el pais de su destino.

5. Cada envio de paquetes postales irá acompañado de una lista descriptiva, hecha por duplicado, de todos los paquetes enviados, que demuestre distintamente el número de lista de cada paquete, el nombre del remitente, el nombre de la persona á quien se dirije con la direccion de su destino, y deberá incluirse en uno de los sacos del mismo envio, de acuerdo con el modelo numero 3, anexo á esta Convencion.

ARTICULO IX.

El cambio de balijas conforme á esta Convencion, de cualquiera lugar de un pais á cualquiera lugar del otro, ya sea por mar ó por tierra, se verificará por las oficinas de correos de ambos paises, ya designadas como oficinas de correos de cambio, ó por aquellas otras que pueda convenirse mas adelante, conforme con los reglamentos relativos á los detalles de los cambios que se acuerden mutuamente como esenciales á la seguridad y celeridad de las balijas y á la proteccion de los derechos aduanales.

ARTICULO X.

1. La oficina de correos del pais del destino, anotará el contenido de la balija, tan luego como la reciba.

2. En el caso de que no se recibiere una lista de los paquetes enviados por el correo, se hará desde luego una que la sustituya.

3. Los errores que puedan haberse cometido y se descubrieren en la lista de los paquetes enviados por el correo, se corregiran despues de haber sido rectificados por un segundo empleado, y se comunicaran á la oficina que envio los paquetes, en la forma de "Certificado de Comprobacion", que se enviará en cubierta especial.

4. Si no se recibiere algun paquete de los contenidos en la lista, despues de haberse certificado este hecho por un segundo empleado, se cancelará la anotacion respectiva de la lista, y se dará cuenta de este hecho desde luego.

5. Cuando se recibiere un paquete averiado ó en un estado imperfecto, se comunicaran en la misma forma detalles completos sobre su estado.

fication Certificate or note
:eived, a parcel mail shall
as duly delivered, having
examination correct in all

6. Si no se recibiere "Certificado de Comprobacion", ó noticia de error, se considerará que la balija de paquetes fué debidamente recibida y que habiendo sido examinada, se encontro exacta bajo todos aspectos.

ARTICLE XI.

ges cannot be delivered as
if they are refused they
procally returned without
y to the despatching office
t the expiration of thirty
ir receipt at the office of
ad the country of origin
m the sender for the return
a sum equal to the postage
led.

ARTICULO XI.

Si no pudiere entregarse un paquete á la persona á quien se dirije, ó si esta se rehusare á recibirlo, se devolverá reciprocamente, sin recargo, y directamente á la oficina que lo despachó, á la espiracion de treinta dias contados desde su recibo, por la oficina de destino, y el pais de origen puede cobrar al remitente por la devolucion del paquete, una suma igual al porte que causó cuando se puso por primera vez en el correo.

ARTICLE XII.

fice Department of either
ting countries will not be
the loss or damage of any
no indemnity can conse-
imed by the sender or ad-
er country.

ARTICULO XII.

El Departamento de Correos de cada uno de los paises contratantes, no será responsable por la pérdida ó averia que sufra algun paquete, y no podrá reclamarse, por lo mismo, en ninguno de los dos paises, indemnizacion alguna por quien lo envie, ni por la persona á quien vaya dirigido.

RTICLE XIII.

ter General of the United
ica, and the Director Gen-
of the United Mexican
y agreement, exempt on
ecurity in the conveyance,
es, certain post offices in
y, from receiving or de-
ckages of merchandise
two to five kilograms as
by this Convention, and
thority to jointly make
regulations of order and
y be found necessary to
present Convention from
and may by agreement
itions for the admission to
y of the articles prohibited
the Postal Convention of
l 1887.

ARTICULO XIII.

El Administrador general de Correos de los Estados Unidos de America y el Administrador general de Correos de los Estados Unidos Mexicanos podran, por convenio, exceptuar, por motivo de inseguridad en la conduccion, ó por otras causas, á ciertas oficinas de correo de cada pais, del recibo ó despacho de paquetes de mercancias que pesen de dos á cinco kilogramos, estipulado en esta Convencion; quedan autorizados para hacer de tiempo en tiempo y de comun acuerdo, los reglamentos posteriores de órden y detalle que consideren necesarios para poner en ejecucion esta Convencion, y podran, por mutuo consentimiento, establecer condiciones para la admision en las balijas de cualquiera de los objetos prohibidos por el Articulo I, de la Convencion Postal de Abril de 1887.

RTICLE XIV.

ition shall be ratified by
g countries in accordance
ective laws, and its ratifi-
e exchanged at the City of
s early as possible. Once
s ratifications exchanged,
fect, and operations there-
gin on the 1st day of July,
ll continue in force until
mutual agreement, but
ed at the desire of either

ARTICULO XIV.

Esta Convencion se ratificará por los paises contratantes de acuerdo con sus respectivas leyes, y sus ratificaciones se canjearan en la ciudad de Washington, lo mas pronto que fuere posible. Una vez ratificada y canjeadas sus ratificaciones, comenzará á tener efecto el 1 de Julio de 1888, y continuará en vigor hasta que se termine por consentimiento mútuo; pero podrá anularse, con la notificacion de uno de los Departamentos de

Department, upon six months previous notice given to the other.

Done in duplicate, and signed at Washington the 28th day of April one thousand eight hundred and eighty-eight.

[L. S.] (Signed)

[L. S.] (Signed)

Correos hecha al otro, con seis meses de anticipacion.

Hecho por duplicado y firmado en Washington el 28 de Abril de mil ochocientos ochenta y ocho.

DON M. DICKINSON,
Postmaster-General of the United States of America.

M. ROMERO,
Envoy Extraordinary and Minister Plenipotentiary of the United Mexican States.

The foregoing Parcels Post Convention between the United States of America and the United Mexican States has been negotiated and concluded with my advice and consent, and is hereby approved and ratified.

In testimony whereof I have caused the Great Seal of the United States to be hereunto affixed.

[Great Seal of U. S.]

GROVER CLEVELAND.

By the President:

T. F. BAYARD,
Secretary of State.

WASHINGTON, D. C., *June* , 1888.

The undersigned, Don M. Dickinson, Postmaster General of the United States of America, and Matias Romero, Envoy Extraordinary and Minister Plenipotentiary of the United Mexican States at Washington, having met together in the Post office Department for the purpose of exchanging the ratifications of the Parcels Post Convention concluded between the United States of America, and the United Mexican States, and signed at Washington on the 28th day of April 1888, and having carefully compared the ratifications of said Convention, and found them exactly conformable to each other, the exchange took place this day in the usual form.

In witness whereof they have signed the present protocol of exchange, and have affixed thereto the seals of their arms.

Done at Washington this twenty-second day of June one thousand eight hundred and eighty-eight.

[Seal of Post office Dep. of U. S.]

[Seal of Mexican Legation.]

Habiendose reunido los infrascritos, Don M. Dickinson, Administrador General de Correos de los Estados Unidos de America, y Matias Romero, Enviado Extraordinario y Ministro Plenipotenciario de los Estados Unidos Mexicanos en Washington, en la Administracion General de Correos, con objeto de canjear las ratificaciones de la Convencion de paquetes postales celebrada entre los Estados Unidos de America y los Estados Unidos Mexicanos, firmada en Washington el dia 28 de Abril de 1888, y habiendo comparado cuidadosamente las ratificaciones de dicha Convencion y encontrandolas exactas la una con la otra, tuvo lugar el canje en la forma usual.

En testimonio de lo cual han firmado el presente protocolo y lo han sellado con sus respectivos sellos de armas.

Hecho en la ciudad de Washington el dia veintidos de Junio de mil ochocientos ochenta y ocho.

DON M. DICKINSON,
Postmaster General of the United States of America.

M. ROMERO,
Enviado Extraordinario y Ministro Plenipotenciario de los Estados Unidos Mexicanos.

THE REPUBLIC OF SALVADOR.

The undersigned,

Don M. Dickinson, Postmaster-General of the United States of America, and Santiago Perez Triana, Vice Consul of the Republic of Salvador in New York, duly empowered thereto, for the purpose of making better postal arrangements between the United States of America and the Republic of Salvador, have agreed upon the following articles for the establishment of a Parcels-Post system of exchanges between the two countries.

Los infrascritos,

Don M. Dickinson, Director General de Correos de los Estados Unidos de América, i Santiago Perez Triana, Vice Consul de la República del Salvador en New York, competentemente autorizados, con el objeto de establecer mejores arreglos postales entre los Estados Unidos de América, i la República del Salvador, han acordado los siguientes artículos de convenio para la adopcion de un sistema de canje de Fardos Postales entre ambos paises.

ARTICLE I.

rovisions of this Convention re-
y to parcels of mail matter to be
ged by the system herein provided
do not affect the arrangements
isting under the Universal Postal
Convention, which will continue
tofore; and all the agreements
fter contained apply exclusively
exchanged under these articles.

ARTICLE II.

ere shall be admitted to the mails
ged under this Convention, ar-
merchandise and mail matter ex-
ters, postcards, and written mat-
ll kinds that are admitted under
ditions to the domestic mails of
untry of origin, except that no
must exceed 11 pounds (or 5 kil-
) in weight, nor the following di-
ns: Greatest length in any direc-
5 centimeters (or 3 feet 6 inches);
length and girth combined 180
ters (or six feet); and must be so
d or inclosed as to permit their con-
be easily examined by postmast-
customs officers; and except that
owing articles are prohibited.

cations which violate the copy-
ws of the country of destination;
poisons, explosive or inflammable
ces, fatty substances, those which
iquefy, live or dead animals, not
insects and reptiles, confections,
ruits and vegetables which will
ecompose, and substances which
a bad odor, lottery tickets or cir-
all obscene or immoral articles,
rticles which may destroy or in
y damage the mails, or injure the
handling them.

l admissible articles of merchan-
iled in one country for the other,
ved in one country from the other,
r by land or sea conveyance, shall
from any detention or inspection
er, except such as is required for
ons of customs duties, and shall
arded by the most speedy means
r destination, being subject in
ansmission to the laws and regu-
of each country respectively.

ARTICLE III.

letter or communication of the
of personal correspondence must

ARTÍCULO I.

Las disposiciones de esta Convencion se referirán únicamente á fardos postales, los cuales deberán canjearse segun el sistema por los presentes establecido, i en nada afectarán los arreglos actualmente existentes de la Convencion de la Union Postal Universal que continuarán como hasta aqui; entendiendose que todos los arreglos á que estos artículos se refieren serán aplicables exclusivamente á las malas canjeadas segun los mismos artículos.

ARTÍCULO II.

1. Se admitirán al canje de malas en los términos de esta Convencion, artículos de mercaderias i paquetes postales exceptuando cartas, tarjetas postales, i toda clase de escritos que se admitan bajo cualquiera condicion en los correos domésticos del país de orígen, con tal de que el peso de los paquetes no exceda de 11 libras (ó 5 kilogramos), ni de que las dimensiones sean mayores que las siguientes: mayor longitud en cualquiera direccion 105 centimetros (ó 3 pies 6 pulgadas); mayor longitud i grosor combinados 180 centimetros (ó seis pies) debiendo estar de tal manera envueltos ó cerrados que permitan el fácil examen del contenido por los Directores de Correos i empleados de aduana; exceptuandose, ademas los artículos que siguen i cuya admision queda prohibida en el canje de malas establecido por la presente Convencion, á saber:

Publicaciones que violen las leyes de Imprenta del país de destino, liquidos, venenos, sustancias explosivas ó inflamables, sustancias grasas, sustancias de fácil derretimiento, animales vivos ó muertos no disecados, insectos ó reptiles, dulces, pastas, frutas, i legumbres de fácil descomposicion, i sustancias que exhalen mal olor, billetes ó circulares de lotería, toda clase de artículos obscenos ó inmorales, i cuantos otros puedan destruir ó de alguna manera dañar las malas ó perjudicar á las personas que las manejen.

2. Todos los artículos de mercaderías admisibles dirijidos por un país al otro ó recibidos en un país de procedencia del otro yá sea por conducto terrestre ó marítimo, estarán exentos de detencion ó inspeccion de cualquiera naturaleza, con excepcion de aquellos que requieran el cobro de derechos de aduana i serán despachados por las vias mas expeditas á su destino, quedando sujetos en su transmision á las leyes i reglamentos de cada país, respectivamente.

ARTÍCULO III.

1. Ninguna carta ó comunicacion que tenga el carácter de correspondencia per-

not accompany, be written on, or enclosed with any parcel.

2. If such be found, the letter will be placed in the mails if separable, and if inseparably attached, the whole package will be rejected. If, however, any such should inadvertently be forwarded, the country of destination will collect double rates of postage according to the Universal Postal Union Convention.

3. No parcel may contain parcels intended for delivery at an address other than the one borne by the parcel itself. If such enclosed parcels be detected, they must be sent forward singly, charged with new and distinct parcels post rates.

ARTICLE IV.

1. The following rates of postage, shall in all cases be required to be fully prepaid with postage-stamps of the country of origin, viz:

2. For a parcel not exceeding 453 grams (one pound) in weight, sixty centimes (twelve cents); and for each additional 453 grams (one pound), or fraction thereof, sixty centimes (twelve cents).

3. The packages shall be promptly delivered to addressees at the post offices of address in the country of destination, free of charge for postage; but the country of destination may at its option, levy and collect from the addressee for interior service and delivery a charge not exceeding twenty-five centimes (five cents) on each single parcel of whatever weight; and if the weight exceeds 453 grams (one pound), a charge equal to five centimes (one cent) for each 113 grams (four ounces), of weight, or fraction thereof.

ARTICLE V.

1. The sender will at the time of mailing the package, receive a receipt of mailing from the post office where the package is mailed, on a form like Model 1 annexed hereto.

2. The sender of a package may have the same registered by paying the registration fee required for registered articles in the country of origin.

3. An acknowledgment of the delivery of a registered article shall be returned to the sender when requested; but either country may require of the sender prepayment of a fee therefor not exceeding five cents, (25 centimes).

4. The addressees of registered articles shall be advised of the arrival of a package addressed to them, by a notice from the post office of destination.

sonal debe acompañar los fardos ni llevarlas adheridas ó adjuntas.

2. En caso de descubrirse tales comunicaciones se incluirán en las malas, caso de ir separadas, i si no fuere posible separarlas, se rehusará la admision del fardo que las contenga. Si no obstante la anterior disposicion, se diese curso inadvertidamente á algun paquete, el país de destino cobrará doble porte, segun la Convencion de la Union Postal Universal, del destinario.

3. Ningun fardo podra contener paquetes destinados á ser entregados á otra direccion que la que el mismo fardo lleve. Si algunos paquetes se descubriesen, se remitirán separadamente, cobrando por cada uno de ellos nueva i distinta tasa postal.

ARTÍCULO IV.

1. Los siguientes portes se cobrarán siempre adelantados, en estampillas postales del país de orígen, á saber:

2. Por un fardo cuyo peso no pase de 453 gramos (una libra), sesenta centimos (doce centavos); i por cada 453 gramos (una libra) ó fraccion adicional, sesenta centimos (doce centavos).

3. Los paquetes serán entregados prontamente á sus destinatarios en la oficina de correos que se indique en la direccion, en el país de destino i libres de porte; pero este último puede, si lo juzga conveniente, cobrar al destinatario un sobre porte que no pase de 25 centimos (cinco centavos) por cada paquete de cualquier peso que sea, para cubrir los gastos del servicio interior; i si el peso excediese de 453 gramos (una libra) podrá cobrar cinco centimos (un centavo) por cada 113 gramos (cuatro onzas), ó fraccion adicional.

ARTÍCULO V.

1. El remitente recibirá una certificacion al depositar un fardo en la administracion de correos, segun el Modelo No. 1º anexo al presente convenio.

2. El remitente de un fardo puede hacerlo registrar pagando los derechos que se acostumbra cobrar en el país de orígen.

3. Si el remitente lo solicitare se le dará al recibirse, una constancia de entrega del artículo registrado; pero ambos países pueden anticipadamente exigir del remitente por este servicio una tasa que no exceda de cinco centavos (25 centimos).

4. Las administraciones de correos de destino tienen obligacion de avisar á los destinatarios de la llegada de artículos registrados dirijidos á ellos.

ARTICLE VI.

ender of each package shall
ustoms Declaration, pasted
tached to the package, upon
orm provided for the purpose
2 annexed hereto) giving a
scription of the parcel, an ac-
tement of the contents and
of mailing, and the sender's
and place of residence, and
dress. The Customs Declara-
provided shall be omitted in
y of origin during such period
master-General of the country
tion shall request such omis-

ackages in question shall be
the country of destination to
duties and all customs regu-
orce in that country for the
of its Customs Revenues; and
s duties properly chargeable
all be collected on delivery,
ice with the customs regula-
e country of destination.

ARTICLE VII.

ntry shall retain to its own
ole of the postages, registra-
livery fees, it collects on said
consequently, this Convention
se to no separate accounts be-
wo countries.

ARTICLE VIII.

ckages shall be considered as
t part of the mails exchanged
ween the United States of
d the Republic of Salvador,
tched by the country of origin
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ARTÍCULO VI.

1. El remitente de un fardo debe hacer una Declaracion de Aduana que adherirá ó atará al fardo en un machote especial que se le dará con ese objeto (Modelo No. 2), en el que hará una descripcion sumaria del fardo, una constancia detallada de su contenido i valor, fecha de deposito, su firma, lugar de residencia i direccion. La Declaracion de aduana de que se hace mencion en este artículo, podrá omitirse en el país de orígen durante el tiempo que el Director General de correos del país de destino así lo pida.

2. Los fardos en cuestion estarán sujetos en el país de destino á todos los derechos de importacion i leyes de aduana vigentes en el país, i los derechos de aduana que deban pagar deberán recojerse del destinatario á la entrega del fardo segun las leyes del país de destino; peró ni el remitente ni el destinatario podrán ser obligados á pagar multas ó sufrir cualquier otro castigo por la falta de cumplimiento de otras leyes aduaneras que no sean las de su país.

ARTÍCULO VII.

Cada país percibirá para su propio uso el valor total de los portes i derechos de registro i entrega, que recoja por dichos fardos; por consiguiente este convenio no dará lugar á la creacion de nuevas cuentas entre los dos países.

ARTÍCULO VIII.

1. Los fardos se considerarán como parte componente de las malas canjeadas directamente entre los Estados Unidos de América i la República del Salvador para ser despachados por el país de orígen al de destino por su cuenta i por los medios que esten á su alcance; pero deben remitirse á opcion de las oficinas espedidoras, en cajas preparadas espresamente al efecto ó en sacos ordinarios de correo que seran marcados con las palabras "Fardos Postales" i debidamente asegurados con lacre ó de otra manera, segun se disponga mutuamente en el presente convenio.

2. Cada país devolverá á la oficina de orígen, á vuelta de correo, todos los sacos i cajas.

3. Aunque los artículos admitidos segun este convenio deberán trasmitirse como queda dicho, entre las oficinas principales de ambos países, deben estar tan bien empacados que puedan mandarse por los correos interiores con toda seguridad tanto á la oficina de canje de orígen como á la oficina de direccion en el país de destino.

4. Cada parte de correo de fardos postales debe ir acompañada de una lista

list in duplicate, of all the packages sent, showing distinctly the list number of each parcel, the name of the sender, the name of the addressee with address of destination; and must be enclosed in one of the sacks of such despatch under the Form of Model 3, annexed hereto.

descriptiva, por duplicado, de todos los paquetes que se envíen: de modo que la lista contenga distintamente el número de cada paquete, el nombre del remitente i el nombre del destinatario con la direccion de destino; cuya lista debe ir dentro de una de las cajas ó sacos á que se refiere el parte. (Modelo No. 3.)

Article IX.

Exchanges of mails under this Convention from any place in either country to any place in the other, whether by sea or overland, shall be effected through the post offices of both countries already designated as Exchange Post offices, or through such others as may be hereafter agreed upon, under such regulations relative to the details of the exchanges, as may be mutually determined to be essential to the security and expedition of the mails and the protection of the Customs Revenues.

Artículo IX.

Todo canje de malas segun este Convenio de cualquier lugar de un país á cualquier lugar del otro, yá sea por mar ó por tierra, se debera hacer por medio de las oficinas postales de ambos países yá designadas como oficinas de canje, ó por medio de otras que en lo sucesivo se disponga designar segun las disposiciones relativas á los detalles de canje que mutuamente se determinen como esenciales á la seguridad i expedicion de las malas i á la proteccion de las rentas aduaneras.

Article X.

1. As soon as the mail shall have reached the exchange office of destination, that office shall check the contents of the mail.

2. In the event of the Parcel-Bill not having been received, a substitute should at once be prepared.

3. Any errors in the entries on the Parcel Bill which may be discovered, shall, after verification by a second officer, be corrected and noted for report to the despatching office on a Form, "Verification Certificate", which shall be sent in the special envelope.

4. If a parcel advised on the bill be not received, after the non-receipt has been verified by a second officer, the entry on the bill should be canceled and the fact reported at once.

5. Should a parcel be received in a damaged or imperfect condition, full particulars shall be reported on the same form.

6. If no Verification Certificate or note of error be received, a parcel mail shall be considered as duly delivered, having been found on examination correct in all respects.

Artículo X.

1. Tan luego como la mala haya llegado á la oficina de canje de destino, esa oficina confrontará su contenido.

2. En el caso de que algun parte de fardos postales no haya sido recibido, se preparará inmediatamente un sustituto.

3. Cualquier error de asiento en un parte de fardos postales que se descubra deberá ser corregido por un segundo oficial i anotado para dar cuenta del mismo á la Administracion remitente en un machote llamado Certificado de Verificacion que se enviará bajo cubierta especial.

4. Si no se recibiere algun paquete registrado en el parte, despues de haber verificado la no recepcion por medio de un segundo oficial, el asiento en el parte será cancelado i se dará cuenta en el acto de este hecho.

5. Si se recibiere algun paquete averiado ó en mala condicion, se dará cuenta detallada de lo ocurrido en el mismo machote.

6. Si no se recibiere certificado alguno de verificacion ó nota de error, el envío (ó la mala) de fardos postales se considerará como entregado en regla i correcto en todo respecto.

Article XI.

If the packages cannot be delivered as addressed, or if they are refused, they should be reciprocally returned without charge, directly to the despatching office of exchange, at the expiration of thirty days from their receipt at the office of destination, and the country of origin may collect from the sender for the return of the parcel, a sum equal to the postage when first mailed.

Artículo XI.

Si los paquetes no pueden ser entregados á sus respectivas direcciones ó si sus destinatarios rehusaren recibirlos, serán devueltos de una i otra parte sin sobre porte i directamente á las oficinas de canje expedidoras, al expirar el término de treinta dias á contar de la fecha en que fueron recibidos en la oficina de destino, pudiendo el país de orígen cobrar al remitente por la devolucion del paquete, una suma igual al parte que pagó por remitirlo.

ARTICLE XII.

The Post Office Department of either of the contracting countries will not be responsible for the loss or damage of any package, and no indemnity can consequently be claimed by the sender or addressee in either country.

ARTÍCULO XII.

Las oficinas de correos de ambos países contratantes no serán responsables por la perdida ó daño de cualquier paquete, i por consiguiente no se atenderán los reclamos en uno ú otro país que hicieren el remitente ó el destinatario.

ARTICLE XIII.

The Postmaster-General of the United States of America, and the Director-General of Posts of the Republic of Salvador, may by agreement, exempt on account of the insecurity in the conveyance, or other causes, certain post offices in either country, from receiving or despatching packages of merchandise as provided for by this Convention, and shall have authority to jointly make such further regulations of order and detail, as may be found necessary to carry out the present Convention from time to time; and may by agreement prescribe conditions for the admission to the mails of any of the articles prohibited by Article II of this Convention.

ARTÍCULO XIII.

El Director General de Correos de los Estados Unidos de América, i el Director General de Correos de la República del Salvador, pueden convenir en exceptuar ciertas oficinas postales de recibir ó despachar paquetes de mercaderías segun el presente Convenio por falta de seguridad en la conduccion ú otras causas, i tendran autoridad para hacer de comun acuerdo aquellas reglamentaciones de órden i detalle que crean necesarias de tiempo en tiempo para cumplir debidamente las prescripciones del presente Convenio, asi como convenirse en la admision en las malas de cualquiera de los artículos prohibidos en el II Artículo de esta Convencion.

ARTICLE XIV.

This Convention shall be ratified by the contracting countries in accordance with their respective laws, and its ratifications shall be exchanged at the city of Washington as early as possible. Once ratified, and its ratifications exchanged, it shall take effect, and operations thereunder shall begin on the 1st day of February 1889, and shall continue in force until terminated by mutual agreement, but may be annulled at the desire of either Department, upon six months previous notice given to the other.

Done in duplicate and signed at Washington the twenty-sixth day of November one thousand eight hundred and eighty-eight.

ARTÍCULO XIV.

Esta Convencion se ratificará por los países contratantes de acuerdo de con sus respectivas leyes, i sus ratificaciones se canjearán en la ciudad de Washington, lo mas pronto que fuere posible. Una vez ratificada i canjeadas sus ratificaciones, comenzará á tener efecto el 1º de Febrero de 1889, i continuará en vigor hasta que se termine por consentemiento mutuo; pero podra anularse, con la notificacion de uno de los Departamentos de Correos hecha al otro, con seis meses de anticipacion.

Hecho por duplicado i firmado en Washington el dia veinte seis de Noviembre de mil ochocientos ochenta i ocho.

[L. S.] (Signed) DON M. DICKINSON,
Postmaster General of the United States of America.

(Signed) SANTIAGO PEREZ TRIANA,
Vice Consul of the Republic of Salvador.

The foregoing Parcels-Post Convention between the United of America and the Republic of Salvador, has been negotiated and concluded with my advice and consent, and is hereby approved and ratified.

In testimony whereof I have caused the great seal of the United States to be hereunto affixed.

[Great Seal of U. S.] BENJ. HARRISON.

By the President:

JAMES G. BLAINE,
Secretary of State.

WASHINGTON, D. C., *June* 21, 1889.

NATIONAL PALACE,
San Salvador, January 4, 1889.

Having examined the preceding Convention, concluded at New York, on the 26th day of November 1888, between Don

PALACIO NACIONAL,
San Salvador, Enero 4 *de* 1889.

Vista la Convencion que antecede, celebrada en Nueva York, el dia 26 de Noviembre de 1888, entre los Señores Don Santiago

Santiago Perez Triana, duly authorized thereto by this government, and Don M. Dickinson, Postmaster General of the United States, for th e adoption of a system of exchange of postal parcels between the two countries; and having found that Señor Triana has followed the instructions given him for concluding said convention; the Executive Power agrees to approve the fourteen articles composing the Convention in question.

Perez Triana, autorizado debidamente por este Gobierno, y Don M. Dickinson, Director General de Correos de los Estados Unidos, para la adopcion de un sistema de canje de fardos postales entre ambos países, y encontrando que el Señor Triana se ha sujetado á las instrucciones que para celebrar dicho convenio, se le dieron, el Poder Ejecutivo acuerda: aprobar los catorce artículos de que consta la Convencion referida.

El Secretario de Estado en el Despacho de Relaciones Exteriores:
[L. S.] (Signed) DELGADO.

THE HAWAIIAN KINGDOM.

For the purpose of making better postal arrangements between the United States of America and the Hawaiian Kingdom, the undersigned, Don M. Dickinson, Postmaster-General of the United States of America, and H. A. P. Carter, Envoy Extraordinary and Minister Plenipotentiary of the Hawaiian Kingdom at Washington, by virtue of authority vested in them by law, have agreed upon the following articles for the establishment of a parcels post system of exchanges between the two countries.

ARTICLE I.

The provisions of this Convention relate only to parcels of mail matter to be exchanged by the system herein provided for, and do not affect the arrangements now existing under the Universal Postal Union Convention, which will continue as heretofore; and all the agreements hereinafter contained apply exclusively to mails exchanged under these articles, *directly* between the office of San Francisco, in the State of California, and such other offices within the United States as may be hereafter designated by the Postmaster-General of the United States, and the office of Honolulu, in the Island of Oahu, and such other offices within the Hawaiian Islands as may be hereafter designated by the Postmaster-General of the Hawaiian Kingdom; such matter to be admitted to the mails under these articles as shall be sent through such exchange offices from any place in either country to any place in the other.

ARTICLE II.

1. There shall be admitted to the mails exchanged under this Convention, articles of merchandise and mail matter, except letters, post cards, and written matter, of all kinds, that are admitted under any conditions to the domestic mails of the country of origin, except that no packet must exceed 5 kilograms or 11 pounds in weight, nor the following dimensions: Greatest length, three feet six inches; greatest length and girth combined, six feet; and must be so wrapped or inclosed as to permit their contents to be easily examined by postmasters and customs officers; and except that the following articles are prohibited:

Publications which violate the copyright laws of the country of destination; poisons, and explosive or inflammable substances; fatty substances, liquids, and those which easily liquify, confections and pastes; live or dead animals, except dead insects and reptiles when thoroughly dried; fruits and vegetables, and substances which exhale a bad odor; lottery tickets, lottery advertisements, or lottery circulars; all obscene or immoral articles; articles which may in any way damage or destroy the mails, or injure the persons handling them; also opium.

2. All admissible articles of merchandise mailed in one country for the other, or received in one country from the other, shall be free from any detention or inspection whatever, except such as is required for collection of customs duties, and shall be forwarded by the most speedy means to their destination, being subject in their transmission to the laws and regulations of each country respectively.

ARTICLE III.

1. A letter or communication of the nature of personal correspondence must not accompany, be written on, or enclosed with any parcel.

2. If such be found, the letter will be placed in the mails if separable, and if inseparable

arably attached, the whole package will be rejected. If, however, any such should inadvertently be forwarded, the country of destination will collect double rates of postage according to the Universal Postal Union Convention.

3. No parcel may contain parcels intended for delivery at an address other than the one borne by the parcel itself. If such enclosed parcels be detected, they must be sent forward singly, charged with new and distinct parcel post rates.

ARTICLE IV.

1. The following rates of postage shall in all cases be required to be fully prepaid with postage stamps of the country of origin, viz:

2. For a parcel not exceeding four hundred and sixty grams or one pound in weight, twelve cents; and for each additional four hundred and sixty grams or one pound, or fraction thereof, twelve cents.

3. The packages shall be promptly delivered to addressees at the post offices of address in the country of destination, free of charge for postage; but the country of destination may at its option, levy and collect from the addressee for interior service and delivery a charge not exceeding five cents on each single parcel of whatever weight; and if the weight exceeds four hundred and sixty grams or one pound, a charge equal to one cent for each one hundred and fifteen grams or four ounces, of weight, or fraction thereof.

ARTICLE V.

1. The sender will, at the time of mailing the package, receive a receipt of mailing from the post-office where the package is mailed, on a form like Model I annexed hereto.

2. The sender of a package may have the same registered by paying the registration fee required for registered articles in the country of origin.

3. An acknowledgment of the delivery of a registered article shall be returned to the sender when requested; but either country may require of the sender prepayment of a fee therefor not exceeding five cents.

4. The addressees of registered articles shall be advised of the arrival of a package addressed to them, by a notice from the post office of destination.

ARTICLE VI.

1. The sender of each package shall make a Customs Declaration, pasted upon or attached to the package, upon a special Form provided for the purpose (see Model annexed hereto) giving a general description of the parcel, an accurate statement of the contents and value, date of mailing, and the sender's signature and place of residence, and place of address.

2. The packages in question shall be subject in the country of destination to all customs duties and all customs regulations in force in that country for the protection of its Customs Revenues; and the customs duties properly chargeable thereon shall be collected on delivery, in accordance with the customs regulations of the country of destination.

ARTICLE VII.

Each country shall retain to its own use, the whole of the postages, registration and delivery fees, it collects on said packages; consequently, this Convention will give rise to no separate accounts between the two countries.

ARTICLE VIII.

1. The packages shall be considered as a component part of the mails exchanged direct between the United States of America and the Hawaiian Kingdom, to be despatched by the country of origin to the other at its cost and by such means as it provides, in boxes prepared expressly for the purpose, or ordinary mail sacks, to be marked "Parcels Post," and to be securely sealed with wax or otherwise, as may be mutually provided by regulations hereunder.

2. Each country shall return to the despatching office by next mail all bags, boxes or sacks used in the exchange of parcels.

3. Although articles admitted under this Convention will be transmitted as aforesaid between the exchange offices, they should be so carefully packed as to be safely transmitted in the open mails of either country, both in going to the exchange office in the country of origin and to the office of address in the country of destination.

4. Each despatch of a parcel post mail must be accompanied by a descriptive list

in duplicate, of all the packages sent, showing distinctly the list number of each parcel, the name of the sender, the name of the addressee, with address of destination; and must be enclosed in one of the boxes or sacks of such despatch under the Form of Model 3, annexed hereto.

ARTICLE IX.

Exchanges of mails under this Convention from any place in either country to any place in the other, shall be effected through the post offices of both countries already designated as Exchange Post Offices, or through such others as may be hereafter agreed upon, under such regulations relative to the details of the exchanges, as may be mutually determined to be essential to the security and expedition of the mails and the protection of the Customs Revenues.

ARTICLE X.

1. As soon as the mail shall have reached the exchange office of destination, that office shall check the contents of the mails.
2. In the event of the Parcel Bill not having been received, a substitute should at once be prepared.
3. Any errors in the entries on the Parcel Bill which may be discovered, shall, after verification by a second officer, be corrected and noted for report to the despatching office on a Form, "Verification Certificate," which shall be sent in the special envelope.
4. If a parcel advised on the bill be not received, after the non-receipt has been verified by a second officer the entry on the bill should be canceled and the fact reported at once.
5. Should a parcel be received in a damaged or imperfect condition, full particulars shall be reported on the same form.
6. If no Verification Certificate or note of error be received, a parcel mail shall be considered as duly delivered, having been found on examination correct in all respects.

ARTICLE XI.

If a package cannot be delivered as addressed, or is refused, the sender will be communicated with through the central administration of the office of destination, as to the manner in which he desires the package to be disposed of, and if no reply is received from him within a period of three months from the date of the notice, the package may be sold for the benefit of whom it may concern.

An order for redirection or reforwarding must be accompanied by the amount due for postage necessary for the return of the article to the office of origin, at the ordinary parcel rates.

When the contents of a parcel which cannot be delivered are liable to deterioration or corruption, they may be destroyed at once, if necessary, or if expedient, sold, without previous notice or judicial formality, for the benefit of the right person, the particulars of each sale being noticed by one post office to the other.

ARTICLE XII.

The Post Office Department of either of the contracting countries will not be responsible for the loss or damage of any package, and no indemnity can consequently be claimed by the sender or addressee in either country.

ARTICLE XIII.

The Postmaster General of the United States of America, and the Postmaster General of the Hawaiian Kingdom, shall have authority to jointly make such further regulations of order and detail, as may be found necessary to carry out the present Convention from time to time; and may by agreement prescribe conditions for the admission to the mails of any of the articles prohibited by Article II of this Convention.

ARTICLE XIV.

This Convention shall be ratified by the contracting countries in accordance with their respective laws, and its ratifications shall be exchanged at the City of Washington as early as possible. Once ratified, and its ratifications exchanged, it shall

take effect, and operations thereunder shall begin on the 1st day of March, 1889, and shall continue in force until terminated by mutual agreement, but may be annulled at the desire of either Department, upon six months previous notice given to the other.

Done in duplicate, and signed at Washington the 19th day of December, one thousand eight hundred and eighty-eight.

[L. S.] (Signed) DON M. DICKINSON,
Postmaster-General of the United States of America.

[L. S.] (Signed) H. A. P. CARTER,
Envoy Extraordinary and Minister Plenipotentiary of the Hawaiian Kingdom.

The foregoing Parcels Post Convention between the United States of America and the Hawaiian Kingdom, has been negotiated and concluded with my advice and consent, and is hereby approved and ratified.

In testimony whereof I have caused the Great Seal of the United States to be hereunto affixed.

[Great Seal of U. S.] GROVER CLEVELAND.

By the President:
T. F. BAYARD,
Secretary of State.

WASHINGTON, D. C., *January* 29, 1889.

The foregoing Parcels Post Convention between the Hawaiian Kingdom and the United States of America has been negotiated and concluded with my advice and consent, and is hereby approved and ratified.

In testimony whereof I have caused the Great Seal of the Hawaiian Kingdom to be hereunto affixed.

[Great Seal of Hawaiian Kingdom.] (Signed) KALAKAUA, REX.

By the King:
JONA. AUSTIN,
Minister of Foreign Affairs.

HONOLULU, *January* 10, 1889.

The undersigned, Don M. Dickinson, Postmaster General of the United States of America, and H. A. P. Carter, Envoy Extraordinary and Minister Plenipotentiary of the Hawaiian Kingdom at Washington, having met together in the Post office Department for the purpose of exchanging the ratifications of the Parcels Post Convention concluded between the United States of America, and the Hawaiian Kingdom, and signed at Washington on the 19th day of December 1888, and having carefully compared the ratifications of said Convention, and found them exactly conformable to each other, the exchange took place this day in the usual form.

In witness whereof they have signed the present protocol of exchange, and have affixed thereto the seals of their arms.

Done at Washington this thirtieth day of January, one thousand eight hundred and eighty nine.

[Seal of Post office Dep. of U. S.] DON M. DICKINSON,
Postmaster General of the United States of America.

[Seal of Hawaiian Legation.] H. A. P. CARTER,
Envoy Extraordinary and Minister Plenipotentiary of the Hawaiian Kingdom.

THE REPUBLIC OF COLOMBIA.

For the purpose of making better postal arrangements between the United States of America, and the Republic of Colombia, the undersigned, Don M. Dickinson, Postmaster General of the United States of America, by virtue of authority vested in him by law, and Rufino Gutierrez, Director General of Posts and Telegraphs of the Republic of Colombia, duly empowered thereto by the President of the Republic of Colombia, have agreed upon the following articles for the establishment of a parcels post system of exchanges between the two countries.

Con objeto de establecer mejores arreglos postales entre los Estados Unidos de América y la República de Colombia, los infrascritos, Don M. Dickinson, Administrador General de Correos de los Estados Unidos de América, en ejercicio de las facultades que le concede la Ley, y Rufino Gutierrez, Director General de Correos y Telégrafos de la República de Colombia, debidamente autorizado para ello por el Presidente de la República de Colombia, han convenido en los siguientes artículos para el establecimiento de un sistema de Paquetes Postales, entre los dos países.

ARTICLE I.

1. There shall be admitted to the mails exchanged under this Convention, articles of merchandise and mail matter, except letters, post-cards, and written matter, of all kinds that are admitted under any conditions to the domestic mails of the country of origin, except that no packet must exceed five kilograms or eleven pounds in weight, nor the following dimensions: greatest length in any direction sixty centimeters, or two feet; greatest girth one hundred and twenty centimeters or four feet; and must be so wrapped or enclosed as to permit their contents to be easily examined by postmasters and customs officers.

2. The following articles are prohibited admission to the mails exchanged under this Convention:

Publications which violate the copyright laws of the country of destination, liquids, poisons, explosive or inflammable substances, fatty substances, those which easily liquefy, live or dead animals, not dried, insects and reptiles, confections, pastes, fruits and vegetables which will easily decompose, and substances which exhale a bad odor, lottery tickets or circulars, all obscene or immoral articles, other articles which may destroy or in any way damage the mails, or injure the persons handling them.

3. All admissible articles of merchandise mailed in one country for the other, or received in one country from the other, shall be free from any detention or inspection whatever, except such as is required for collection of customs duties, and shall be forwarded by the most speedy means to their destination, being subject in their transmission to the laws and regulations of each country respectively.

ARTICLE II.

1. A letter or communication of the nature of personal correspondence must not accompany, be written on, or enclosed with any parcel.

2. If such be found, the letter will be placed in the mails if separable, and if inseparably attached, the whole package will be rejected. If, however, any such should inadvertently be forwarded, the country of destination will collect double rates of postage according to the Universal Postal Union Convention.

3. No parcel may contain parcels intended for delivery at an address other

ARTÍCULO I.

1. Se admitirán en las balijas que se cambien conforme á esta Convencion, mercancías y objetos trasmisibles por el correo, de cualquiera género que sean, exceptuando cartas, tarjetas postales y todo papel escrito, que se admitan conforme á los reglamentos que rigen respecto de las balijas domésticas del país de orígen, con tal de que ningun paquete exceda de cinco kilógramos ú once libras de peso, ni de las dimensiones siguientes: máximo de largo en cualquiera direccion, sesenta centímetros ó dos pies; máximo de perímetro, un metro veinte centímetros ó cuatro pies; y debera envolverse ó cubrirse de manera que permita que su contenido sea facilmente examinado por los empleados del correo y de la aduana.

2. Será prohibida la admision en las balijas que se cambien entre los dos países, conforme á esta Convencion, de los objetos siguientes:

Publicaciones que violen las leyes de propiedad literaria del país de destino, líquidos, venenos, materias explosivas ó inflamables, sustancias grasosas, las facilmente liquidables, animales vivos ó muertos, no disecados, insectos y reptiles, dulces, pastas, frutas y vegetales que puedan descomponerse facilmente, sustancias que exhalen mal olor, billetes ó circulares de lotería, todo objeto obsceno ó inmoral, y otros artículos que puedan destruir ó de alguna manera dañar las balijas, ó causar perjuicio á las personas que las manejen.

3. Todos los paquetes de mercancías admisibles que se depositen en el correo de un país con destino al otro, ó que se reciban en un país procedentes del otro, serán libres de toda detencion ó inspeccion de cualquiera género que sea, exceptuando solamente la que fuere necesaria para cobrar los derechos aduanales, y se despacharán á su destino por la via mas rapida, quedando sujetos en su trasmision á las leyes y reglamentos de cada país respectivamente.

ARTÍCULO II.

I. Ninguna carta ó comunicacion que tenga el carácter de correspondencia personal, podrá acompañar al paquete, ya sea que esté escrita sobre él, ó incluida en el mismo.

2. Si se encontrare alguna carta, se pondrá en el correo, si pudiere separarse, y si estuviere adherida de manera que no se pueda separar, se desechará el paquete entero. Sin embargo, si alguna carta fuere enviada inadvertidamente, el país de destino cobrará doble porte por ella, conforme á la Convencion de la Union Postal Universal.

3. Ningun paquete podrá contener bultos que tengan que entregarse á una di-

the one borne by the parcel itself.
:h enclosed parcels be detected, they
be sent forward singly, charged
new and distinct parcel post

ARTICLE III.

The following rates of postage shall
cases be required to be fully pre-
with postage stamps of the country
igin, viz:
For a parcel not exceeding four hun-
and sixty grams or one pound in
ht, twelve cents; and for each addi-
l four hundred and sixty grams or
ound, or fraction thereof, twelve

The packages shall be promptly de-
:d to addressees at the post offices
dress in the country of destination,
of charge for postage; but the coun-
f destination may at its option, levy
ollect from the addressee for interior
:e and delivery a charge not exceed-
ive cents on each single parcel of
ever weight; and if the weight ex-
four hundred and sixty grams or
ound, a charge equal to one cent for
one hundred and fifteen grams or
unces of weight, or fraction thereof.

ARTICLE IV.

The sender will, at the time of mail-
:he package, receive a receipt of
ng from the post office where the
age is mailed, on a form like Model
exed hereto.
The sender of a package may have
ame registered by paying the regis-
on fee required for registered arti-
n the country of origin.
An acknowledgment of the delivery
egistered article shall be returned
e sender when requested; but either
try may require of the sender pre-
ent of a fee therefor not exceeding
:ents.
The addressee of registered articles
be advised of the arrival of a pack-
ddressed to them, by a notice from
ost office of destination.

ARTICLE V.

The sender of each package shall
a Customs Declaration, pasted
or attached to the package, upon a
cial Form provided for the purpose
Model 2 annexed hereto) giving a
al description of the parcel, an ac-
e statement of the contents and
, date of mailing, and the sender's
ture and place of residence, and
of address.
The packages in question shall be
:ct in the country of destination to

reccion diferente de la que aparezca sobre el mismo paquete. Si se descubrieren tales bultos, se enviarán uno por uno, cobrandose nuevo y distinto porte por cada uno de ellos.

ARTÍCULO III.

1. Se pagarán previamente y en su totalidad, en todo caso, los siguientes portes de correo en estampillas del correo del país de orígen, á saber:

2. Por un paquete que no exceda del peso de cuatrocientos sesenta gramos ó una libra, doce centavos, y por cada cuatrocientos sesenta gramos ó una libra adicionales, ó fraccion de este peso, doce centavos.

3. Los paquetes se entregarán prontamente á las personas á quienes se dirijan, en la oficina de Correos de su direccion, en el país de su destino, libres de todo recargo por porte de correo; pero el país del destino puede, á su opcion, imponer y cobrar á la persona á quien se dirija el paquete, y en compensacion del servicio interior y de entrega, un recargo que no exceda de cinco centavos por cada paquete que no pase de cuatrocientos sesenta gramos, ó una libra, y si el paquete excediese de ese peso, se cobrará un centavo por cada ciento quince gramos ó cuatro onzas de peso, ó fraccion de ese peso.

ARTÍCULO IV.

1. Al depositar en el correo un paquete, se entregará al remitente un recibo que acredite su entrega en la oficina de correo que lo recibió, conforme al modelo anexo No. I.

2. El remitente de un paquete podrá certificarlo, pagando el derecho de certificacion que se cobre en el país de su orígen.

3. Se enviará al remitente cuando asi lo solicite, un documento que justifique la entrega de un objeto certificado; pero cada país puede exigir del remitente el pago previo de un derecho por ese servicio, que no exceda de cinco centavos.

4. Se informará á las personas á quienes se dirijan artículos certificados de la llegada de un paquete dirigido á ellas, por la oficina de correos de destino.

ARTÍCULO V.

1. El remitente de cada paquete hará una declaracion aduanal que se pegará ó agregará al paquete, segun una formula especial que se le facilitará para ese objeto, (Vease el modelo anexo No. 2) que contenga una descripcion general del paquete, una manifestacion exacta de su contenido y valor, fecha del envío, fecha y lugar de residencia del remitente y lugar de su destino.

2. Estos paquetes quedarán sujetos en el país de su destino á todos los reglamen-

all customs duties and all customs regulations in force in that country for the protection of its Customs Revenues; and the customs duties properly chargeable thereon shall be collected on delivery, in accordance with the customs regulations of the country of destination.

ARTICLE VI.

Each country shall retain to its own use, the whole of the postages, registration and delivery fees, it collects on said packages; consequently, this Convention will give rise to no separate accounts between the two countries.

ARTICLE VII.

1. The packages shall be considered as a component part of the mails exchanged direct between the United States of America and the Republic of Colombia, to be despatched by the country of origin to the other at its cost and by such means as it provides, in ordinary mail sacks to be marked "Parcels Post" and to be securely sealed with wax or otherwise as may be mutually provided by regulations hereunder.

2. Each country shall return to the despatching office by next mail, all bags or sacks used in the exchange of parcels.

3. Although articles admitted under this Convention will be transmitted as aforesaid between the exchange offices, they should be so carefully packed as to be safely transmitted in the open mails of either country, both in going to the exchange office in the country of origin and to the office of address in the country of destination.

4. Each despatch of a parcel post mail must be accompanied by a descriptive list in duplicate, of all the packages sent, showing distinctly the list number of each parcel, the name of the sender, the name of the addressee with address of destination; and must be enclosed in one of the sacks of such despatch under the Form of Model 3, annexed hereto.

ARTICLE VIII.

Exchanges of mails under this Convention from any place in either country to any place in the other shall be effected through the post offices of both countries already designated as Exchange Post Offices, or through such others as may be hereafter agreed upon, under such regulations relative to the details of the exchanges, as may be mutually determined to be essential to the security and expedition of the mails and the protection of the Customs Revenues.

tos y derechos aduanales que estuvieren vigentes en el mismo país, para proteger las rentas de sus aduanas; los derechos aduanales que debidamente corresponda cobrar sobre los mismos paquetes, serán cobrados al entregarse estos, de acuerdo con los reglamentos aduanales del país de destino.

ARTÍCULO VI.

Cada país retendrá para su propio uso, el total del porte de correo, de los derechos de certificacion y de entrega que colecte sobre dichos paquetes; y en consecuencia, esta Convencion no motivará cuentas separadas entre los dos países.

ARTÍCULO VII.

1. Los paquetes se considerarán como parte componente de las balijas cambiadas directamente entre los Estados Unidos de América y la República de Colombia, y seran despachados por el país de su orígen al otro, á su costo y por los medios que él provea, en sacos ordinarios de correspondencia que se marcarán: "Paquetes Postales" y se sellarán con la seguridad debida, con lacre, ó de alguna otra manera que se determine mutuamente por los reglamentos respectivos.

2. Cada país devolverá á la oficina de correo que los depache, por el próximo correo, todos los sacos usados en el cambio de paquetes.

3. Aunque los objetos admitidos conforme á esta Convencion se trasmitirán en la forma designada, entre las oficinas de cambio deberán empacarse cuidadosamente, á fin de que puedan trasmitirse en balijas abiertas de un país, tanto á la oficina de correos de cambio en el país de su orígen, como á la oficina de correos á donde se dirijan, en el país de su destino.

4. Cada envío de paquetes postales irá acompañado de una lista descriptiva, hecha por duplicado, de todos los paquetes enviados, que demuestre distintamente el número de lista de cada paquete, el nombre del remitente, el nombre de la persona á quien se dirije con la direccion de su destino, y deberá incluirse en uno de los sacos del mismo envio, de acuerdo con el modelo número 3, anexo á esta Convencion.

ARTÍCULO VIII.

El cambio de balijas conforme á esta Convencion, de cualquiera lugar de un país á cualquiera lugar del otro, se verificará por las oficinas de correos de ambos países, ya designadas como oficinas de correos de cambio, ó por aquellas otras que pueda convenirse mas adelante, conforme con los reglamentos relativos á los detalles de los cambios que se acuerden mutuamente como esenciales á la seguridad y celeridad de las balijas y á la proteccion de los derechos aduanales.

ARTICLE IX.

As soon as the mail shall have ed the exchange office of destina- that office shall check the contents e mail.
In the event of the Parcel Bill not ng been received, a substitute should ce be prepared.

Any errors in the entries on the el Bill which may be discovered, , after verification by a second offi- be corrected and noted for report he despatching office on a Form, rification Certificate," which shall ut in the special envelope.

If a parcel advised on the bill be received, after the non-receipt has verified by a second officer, the en- n the bill should be canceled and act reported at once.

Should a parcel be received in a ged or imperfect condition, full par- ars shall be reported on the same

If no Verification Certificate or note ror be received, a parcel mail shall nsidered as duly delivered, having found on examination correct in all cts.

ARTICLE X.

he packages can not be delivered as essed, or if they are refused they ld be reciprocally returned without ge, directly to the despatching office change, at the expiration of ninety from their receipt at the office of nation, and the country of origin collect from the sender for the return e parcel, a sum equal to the postage l first mailed.

ARTICLE XI.

e Post Office Department of either ie contracting countries will not be nsible for the loss or damage of any age, and no indemnity can conse- tly be claimed by the sender or ad- ee in either country.

ARTICLE XII.

e Postmaster General of the United s of America, and the Director Gen- of Posts and Telegraphs of the Re- ic of Colombia, shall have authority intly make such further regulations der and detail, as may be found nec- y to carry out the present Conven-

ARTÍCULO IX.

1. La oficina de correos del país del destino, anotará el contenido de la balija, tan luego como la reciba.

2. En el caso de que no se recibiere una lista de los paquetes enviados por el correo, se hará desde luego una que la sustituya.

3. Los errores que puedan haberse cometido y se descubrieren en la lista de los paquetes enviados por el correo, se corregiran despues de haber sido rectificados por un segundo empleado, y se comunicarán á la oficina que envío los paquetes, en la forma de "Certificado de Comprobacion", que se enviará en cubierta especial.

4. Si no se recibiere algun paquete de los contenidos en la lista, despues de haberse certificado este hecho por un segundo empleado, se cancelará la anotacion respectiva de la lista, y se dará cuenta de este hecho desde luego.

5. Cuando se recibiere un paquete averiado ó en un estado imperfecto, se comunicarán en la misma forma detalles completos sobre su estado.

6. Si no se recibiere "Certificado de Comprobacion," ó noticia de error, se considerará que la balija de paquetes fué debidamente recibida y que habiendo sido examinada, se encontró exacta bajo todos aspectos.

ARTÍCULO X.

Si no pudiere entregarse un paquete á la persona á quien se dirije, ó si ésta se rehusare á recibirlo, se devolverá recíprocamente, sin recargo, y directamente á la oficina que lo despacho, á la espiracion de noventa dias contados desde su recibo, por la oficina de destino, y el país de orígen puede cobrar al remitente por la devolucion del paquete, una suma igual al porte que causó cuando se puso por primera vez el correo.

ARTÍCULO XI.

El Departamento de Correos de cada uno de los países contratantes, no será responsable por la pérdida ó avería que sufra algun paquete, y no podrá reclamarse, por lo mismo, en ninguno de los dos países, indemnizacion alguna por quien lo envíe, ni por la persona á quien vaya dirigido.

ARTÍCULO XII.

El Administrador General de Correos de los Estados Unidos de América y el Director General de Correos y Telégrafos de la República de Colombia, quedan autorizados para hacer de tiempo en tiempo y de comun acuerdo, los reglamentos posteriores de órden y detalle que consideren

tion from time to time; and may by agreement prescribe conditions for the admission to the mails of any of the articles prohibited by Article I.

necesarios para poner en ejecucion esta Convencion, y podrán, por mútuo consentimiento, establecer condiciones para la admision en las balijas de cualquiera de los objetos prohibidos por el Artículo I.

ARTICLE XIII.

This Convention shall be ratified by the contracting countries in accordance with their respective laws, and its ratifications shall be exchanged at the city of Washington as early as possible. Once ratified, and its ratifications exchanged, it shall take effect, and operations thereunder shall begin on the 1st day of April, 1889, and shall continue in force until terminated by mutual agreement, but may be annulled at the desire of either Department, upon six months previous notice given to the other.

Done in duplicate and signed at Washington the 18th day of January one thousand eight hundred and eighty-nine, and at Bogota the 30th day of March one thousand eight hundred and eighty-nine.

[L. S.] (Signed) DON M. DICKINSON,
Postmaster-General of the United States of America.

[L. S.] (Signed) RUFINO GUTIÉRREZ,
Director General de Correos y Telégrafos de la República de Colombia.

ARTÍCULO XIII.

Esta Convencion se ratificará por los países contratantes de acuerdo con sus respectivas leyes, y sus ratificaciones se canjearán en la ciudad de Washington, lo mas pronto que fuere posible. Una vez ratificada y canjeadas sus ratificaciones, comenzará á tener efecto el 1 de Abril de 1889, y continuará en vigor hasta que se termine por consentimiento mútuo; pero podrá anularse, con la notificacion de uno de los Departamentos de Correos hecha al otro, con seis meses de anticipacion.

Hecho por duplicado y firmado en Washington el diez y ocho de Enero, mil ochocientos ochenta y nueve, y en Bogotá el treinta de Marzo de mil ochocientos ochenta y nueve.

The foregoing Parcels Post Convention between the United States of America and the Republic of Colombia has been negotiated and concluded with my advice and consent, and is hereby approved and ratified.

In testimony whereof I have caused the Great Seal of the United States to be hereunto affixed.

[Great Seal of U. S.] GROVER CLEVELAND.

By the President:
T. F. BAYARD,
Secretary of State.

WASHINGTON, D. C., *January 19th*, 1889.

GOBIERNO EJECUTIVO,
Bogotá, 9 de Abril de 1889.

Apruébase y ratificase la precedente Convención para el cambio de paquetes postales entre la República de Colombia y los Estados Unidos de América, celebrada de acuerdo con la autorizacion y instrucciones comunicadas sobre el partículo al Director General de Correos y Telégrafos.

[Seal of the Republic of Colombia.] CARLOS HOLGUIN.
El Ministro de Relaciones Exteriores,
VICENTE RESTUPO.

THE LEEWARD ISLANDS.

For the purpose of making better postal arrangements between the United States of America and the Leeward Islands, the undersigned, John Wanamaker, Postmaster-General of the United States of America, and the Honorable Henry George Edwardes, Her Britannic Majesty's Chargé d' Affaires, Secretary of Legation at Washington, by virtue of authority vested in them by law, have agreed upon the following articles for the establishment of a parcels post system of exchanges between the two countries.

ARTICLE I.

The provisions of this Convention relate only to parcels of mail matter to be exchanged by the system herein provided for, and do not affect the arrangements now existing under the Universal Postal Union Convention, which will continue as here-

tofore; and all the agreements hereinafter contained apply exclusively to mails exchanged under these articles, *directly* between the office of New York, and such other offices within the United States as may be hereafter designated by the Postmaster-General of the United States, and the office of Antigua, and such other offices within the Leeward Islands, as may be hereafter designated by the Governor of the Leeward Islands; such matter to be admitted to the mails under these articles as shall be sent through such exchange offices from any place in either country to any place in the other.

ARTICLE II.

There shall be admitted to the mails exchanged under this Convention, articles of merchandise and mail matter except letters, post cards, and written matter of all kinds, that are admitted under any conditions to the domestic mails of the country of origin, except that no packet must exceed 11 pounds (or 5 kilograms) in weight, nor the following dimensions: Greatest length in any direction three feet six inches; greatest length and girth combined, six feet; and must be so wrapped or inclosed as to permit their contents to be easily examined by postmasters and customs officers; and except that the following articles are prohibited:

Publications which violate the copyright laws of the country of destination; poisons, and explosive or inflammable substances; fatty substances, liquids, and those which easily liquefy, confections and pastes; live or dead animals, except dead insects and reptiles when thoroughly dried; fruits and vegetables, and substances which exhale a bad odor; lottery tickets, lottery advertisements, or lottery circulars; all obscene or immoral articles; articles which may in any way damage or destroy the mails, or injure the persons handling them.

ARTICLE III.

A letter or communication of the nature of personal correspondence must not accompany, be written on, or inclosed with any parcel.

If such be found, the letter will be placed in the mails if separable, and if the communication be inseparably attached, the whole package will be rejected. If, however, any such should inadvertently be forwarded, the country of destination will collect double rates of postage according to the Universal Postal Union Convention.

No parcel may contain parcels intended for delivery at an address other than that borne by the parcel itself. If such inclosed parcels be detected, they must be sent forward singly, charged with new and distinct parcel-post rates.

ARTICLE IV.

The packages in question shall be subject in the country of destination to all customs duties and all customs regulations in force in that country for the protection of its customs revenues, and to the following rates of postage, which shall in all cases be required to be FULLY PREPAID with postage stamps of the country of origin, viz:

In the United States, for a parcel not exceeding one pound in weight, 12 cents; and for each additional pound, or fraction of a pound, 12 cents.

In the Leeward Islands, for a parcel not exceeding one pound in weight, six pence; and for each additional pound, or fraction of a pound, six pence.

ARTICLE V.

The sender of each package must make a *Customs Declaration*, pasted upon or attached to the package, upon a special form provided for the purpose (see Form 1, "A," annexed hereto), giving a general description of the parcel, an accurate statement of the contents and value, date of mailing, and the sender's signature and place of residence, and place of address.

The sender will, at the time of mailing the package, receive a certificate of mailing from the post-office where the package is mailed, on a form like Form 2, annexed hereto.

The sender of a package may have the same registered by paying the registration fee required for registered articles in the country of origin, and will receive the return receipt without special charge therefor.

ARTICLE VI.

The addressees of registered articles shall be advised of the arrival of a package addressed to them, by a notice from the post-office of destination.

The packages shall be delivered to addressees in the country of destination free of charge *for postage;* but the customs duties properly chargeable thereon shall be collected on delivery in accordance with the customs regulations of the country of destination; and the country of destination may, at its option, levy and collect from the addressee for interior service and delivery a charge not exceeding five cents in the United States and two and a half pence in the Leeward Islands on each single parcel of whatever weight; and if the weight exceeds one pound, a charge equal to one cent or one half-penny for each four ounces of weight or fraction thereof.

ARTICLE VII.

The packages shall be considered as a component part of the mails exchanged direct between the United States and the Leeward Islands, to be dispatched by the country of origin to the other at its cost and by such means as it provides, but must be forwarded, at the option of the dispatching office, either in boxes prepared expressly for the purpose or in ordinary mail sacks, to be marked "Parcel post," and not to contain any other articles of mail matter, and to be securely sealed with wax, or otherwise, as may be mutually provided by regulations hereunder.

Each country shall promptly return *empty* to the dispatching office by next mail, all such bags and boxes, but subject to other regulations between the two administrations.

Although articles admitted under this Convention will be transmitted as aforesaid between the exchange offices, they should be so carefully packed as to be safely transmitted in the open mails of either country, both in going to the exchange office in the country of origin and to the office of address in the country of destination.

Each dispatch of a parcel post mail must be accompanied by a descriptive list, in duplicate, of all the packages sent, showing distinctly the list number of each parcel, the name of the sender, the name of the addressee with address of destination, and the declared contents and value; and must be inclosed in one of the boxes or sacks of such dispatch. (See Form 3 annexed hereto.)

ARTICLE VIII.

As soon as the mail shall have reached the office of destination, that office shall check the contents of the mail.

In the event of the parcel bill not having been received a substitute should be at once prepared.

Any errors in the entries on the parcel bill which may be discovered, should, after verification by a second officer, be corrected and noted for report to the dispatching office on a form, "Verification certificate," which should be sent in the special envelope.

If a parcel advised on the bill be not received, after the non-receipt has been verified by a second officer, the entry on the bill should be canceled and the fact reported at once.

If a parcel be observed to be insufficiently prepaid, it must not be taxed with deficient postage, but the circumstance must be reported on the verification certificate form.

Should a parcel be received in a damaged or imperfect condition, full particulars should be reported on the same form.

If no verification certificate or note of error be received, a parcel mail shall be considered as duly delivered, having been found on examination correct in all respects.

ARTICLE IX.

If a package cannot be delivered as addressed, or is refused, the sender will be communicated with through the central administration of the office of destination, as to the manner in which he desires the package to be disposed of, and if no reply is received from him within a period of three months from the date of the notice, the package may be sold for the benefit of whom it may concern.

An order for redirection or reforwarding must be accompanied by the amount due for postage necessary for the return of the article to the office of origin, at the ordinary parcel rates.

When the contents of a parcel which cannot be delivered are liable to deterioration or corruption, they may be destroyed at once, if necessary, or if expedient, sold, without previous notice or judicial formality, for the benefit of the right person, the particulars of each sale being noticed by one post-office to the other.

ARTICLE X.

The Post-Office Department of either of the contracting countries will not be responsible for the loss or damage of any package, and no indemnity can consequently be claimed by the sender or addressee in either country.

ARTICLE XI.

country shall retain to its own use the whole of the postages, registration and
y fees, it collects on said packages; consequently, this Convention will give
no separate accounts between the two countries.

ARTICLE XII.

Postmaster-General of the United States of America, and the Governor of the
d Islands, shall have authority to jointly make such further regulations of
nd detail as may be found necessary to carry out the present Convention
me to time; and may, by agreement, prescribe conditions for the admission in
es exchanged under this Convention of any of the articles prohibited by
II.

ARTICLE XIII.

Convention shall take effect and operations thereunder shall begin on the
y of June, 1889, and shall continue in force until terminated by mutual agree-
ut may be annulled at the desire of either Department, upon six months'
s notice given to the other.

in duplicate, and signed at Washington, the third day of April, 1889.

of Post-Office }
p't of U. S. }

JNO. WANAMAKER,
Postmaster-General of the United States.
H. G. EDWARDES,
Her Britannic Majesty's Chargé d'Affaires,
Secretary of Legation.

foregoing Parcels Post Convention between the United States of America and
ward Islands, has been negotiated and concluded with my advice and con-
nd is hereby approved and ratified.

stimony whereof I have caused the Great Seal of the United States to be here-
fixed.

; Seal of }
'. S. }

BENJ. HARRISON.

he President:
AMES G. BLAINE,
Secretary of State.
HINGTON, *April 5th*, 1889.

COSTA RICA.

he purpose of making better postal
ements between the United States
rica and the Republic of Costa
the undersigned, John Wana-
Postmaster General of the United
of America, by virtue of authority
in him by law, and Federico Volio,
d' affaires ad interim of the Re-
of Costa Rica at Washington,
mpowered thereto by the Presi-
the Republic of Costa Rica, have
upon the following articles for the
shment of a parcels post system of
ges between the two countries.

Con objeto de establecer mejores arreglos postales entre los Estados Unidos de América y la República de Costa Rica, los infrascritos, John Wanamaker, Administrador General de Correos de los Estados Unidos de América, en ejercicio de las facultades que le concede la Ley, y Federico Volio, Encargado de Negocios ad interim de la República de Costa Rica en Washington, debidamente autorizado para ello por el Presidente de la República de Costa Rica, han convenido en los siguientes artículos para el establecimiento de un sistema de Paquetes Postales entre los dos países.

ARTICLE I.

provisions of this Convention re-
ly to parcels of mail matter to be
ged by the system herein provided
d do not affect the arrangements
isting under the Universal Postal

ARTÍCULO I.

Las estipulaciones de esta Convencion se refieren tan solo á los paquetes de objetos enviados por el correo, que se cambien por el sistema que ella establece, y en nada afectarán los arreglos

Union Convention, which will continue as heretofore; and all the arrangements hereinafter contained apply exclusively to mails exchanged under these articles.

ARTICLE II.

1. There shall be admitted to the mails exchanged under this Convention, articles of merchandise and mail matter, except letters, post-cards, and written matter, of all kinds that are admitted under any conditions to the domestic mails of the country of origin, except that no packet must exceed five kilograms or eleven pounds in weight, nor the following dimensions: greatest length in any direction sixty centimeters, or two feet; greatest girth one hundred and twenty centimeters, or four feet; and must be so wrapped or enclosed as to permit their contents to be easily examined by postmasters and customs officers.

2. The following articles are prohibited admission to the mails exchanged under this Convention:

Publications which violate the copyright laws of the country of destination; liquids, poisons, explosive or inflammable substances, fatty substances, those which easily liquefy; live or dead animals, not dried, insects, and reptiles; confections, pastes, fruits and vegetables which will easily decompose, and substances which exhale a bad odor; lottery tickets or circulars; all obscene or immoral articles; other articles which may destroy or in any way damage the mails, or injure the persons handling them.

3. All admissible articles of merchandise mailed in one country for the other, or received in one country from the other, shall be free from any detention or inspection whatever, except such as is required for collection of customs duties, and shall be forwarded by the most speedy means to their destination, being subject in their transmission to the laws and regulations of each country respectively.

ARTICLE III.

1. A letter or communication of the nature of personal correspondence must not accompany, be written on, or enclosed with any parcel.

2. If such be found, the letter will be placed in the mails if separable, and if inseparably attached, the whole package will be rejected. If, however, any such

que ahora existen conforme á la Convencion de la Union Postal Universal que continuarán vijentes como lo estan ahora; y todas las estipulaciones contenidas en la presente Convencion se aplicarán exclusivamente á las balijas que se cambien conforme á estos artículos.

ARTÍCULO II.

1. Se admitirán en las balijas que se cambien conforme á esta Convencion, mercancias y objetos trasmisibles por el correo, de cualquiera género que sean, exceptuando cartas, tarjetas postales y todo papel escrito, que se admitan conforme á los reglamentos que rigen respecto de las balijas domésticas del país de orígen, con tal de que ningun paquete exceda de cinco kilógramos, ú once libras de peso, ni de las dimensiones siguientes: máximo de largo en cualquiera direccion, sesenta centimetros ó dos piés; máximo de perimetro, un metro veinte centimetros ó cuatro piés; y debera envolverse ó cubrirse de manera que permita que su contenido sea facilmente examinado por los empleados del correo y de la aduana.

2. Será prohibida la admision en las balijas que se cambien entre los dos paises, conforme á esta Convencion, de los objetos siguientes;

Publicaciones que violen las leyes de propiedad literaria del pais de destino; liquidos, venenos, materias explosivas ó inflamables, sustancias grasosas, las facilmente liquidables; animales vivos ó muertos, no disecados, insectos y reptiles; dulces, pastas, frutas y vegetales que puedan descomponerse facilmente, sustancias que exhalen mal olor; billetes ó circulares de loteria; todo objeto obsceno ó inmoral; y otros artículos que puedan destruir ó de alguna manera dañar las balijas, ó causar perjuicio á las personas que los manejen.

3. Todos los paquetes de mercancias admisibles que se depositen en el correo de un país con destino al otro, ó que se reciban en un pais procedentes del otro seran libres de toda detencion ó inspeccion de cualquiera género que sea, exceptuando solamente la que fuere necesaria para cobrar los derechos aduanales, y se despacharán á su destino por la via mas rapida, quedando sujetos en su trasmision á las leyes y reglamentos de cada pais respectivamente.

ARTÍCULO III.

1. Ninguna carta ó comunicacion que tenga el carácter de correspondencia personal, podra acompañar al paquete, ya sea que esté escrita sobre el, ó incluida en el mismo.

2. Si se encontrare alguna carta, se pondrá en el correo, si pudiere separarse, y si estuviere adherida de manera que no se pueda separar, se desechará el paquete

inadvertently be forwarded, the
y of destination will collect double
of postage according to the Uni-
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be sent forward singly, charged
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ARTICLE IV.

he following rates of postage shall
ases be required to be fully pre-
ith postage stamps of the country
in, viz:
the United States; for a parcel
ceeding four hundred and sixty
or one pound in weight, twelve
and for each additional four hun-
nd sixty grams or one pound or
n thereof, twelve cents, and in
Rica: for a parcel not exceeding
undred and sixty grams or one
in weight, twenty cents; and for
dditional four hundred and sixty
or one pound, or fraction thereof,
y cents.

he packages shall be promptly de-
l to addressees at the post offices
dress in the country of destina-
ee of charge for postage; but the
y of destination may at its option,
nd collect from the addressee for
r service and delivery a charge not
ling five cents on each single parcel
atever weight; and if the weight
s four hundred and sixty grams or
und, a charge equal to one cent for
ne hundred and fifteen grams or
nces, of weight, or fraction there-

entero. Sin embargo, si alguna carta fuere enviada inadvertidamente, el pais de destino cobrara doble porte por ella, conforme á la Convencion de la Union Postal Universal.

3. Ningun paquete podrá contener bultos que tengan que entregarse á una direccion diferente de la que aparezca sobre el mismo paquete. Si de descubrieren tales bultos, se enviarán uno por uno cobrandose nuevo y distinto porte por cada uno de ellos.

ARTÍCULO IV.

1. Se pagarán previamente y en su totalidad, en todo caso, los siguientes portes de correo en estampillas del correo del país de orígen, á saber:

2. En los Estados Unidos; por un paquete que no exceda del peso de cuatrocientos sesenta gramos ó una libra, doce centavos, y por cada cuatrocientos sesenta gramos ó una libra adicionales, ó fraccion de este peso, doce centavos; y en Costa Rica, por un paquete que no exceda del peso de cuatrocientos sesenta gramos ó una libra, veinte centavos, y por cada cuatrocientos sesenta gramos ó una libra adicionales, ó fracción de este peso, veinte centavos.

3. Los paquetes se entregarán prontamente á las personas á quienes se dirijan, en la oficina de Correos de su direccion, en el pais de su destino, libres de todo recargo por porte de correo; pero el pais del destino puede, á su opcion, imponer y cobrar á la persona á quien se dirija el paquete, y en compensacion del servicio interior y de entrega, un recargo que no exceda de cinco centavos por cada paquete que no pase de cuatro cientos sesenta gramos, ó una libra, y si el paquete excediere de ese peso, se cobrará un centavo por cada ciento quince gramos ó cuatro onzas de peso, ó fracción de ese peso.

ARTICLE V.

he sender will, at the time of
g the package, receive a receipt of
g from the post-office where the
ge is mailed, on a form like Form
xed hereto.
he sender of a package may have
ne registered by paying the regis-
fee required for registered articles
country of origin.
n acknowledgment of the delivery
gistered article shall be returned
sender when requested; but either
y may require of the sender pre-
nt of a fee therefor not exceeding
nts.
he addressees of registered articles
e advised of the arrival of a pack-
dressed to them, by a notice from
st office of destination.

ARTÍCULO V.

1. Al depositar en el correo un paquete, se entregará al remitente un recibo que acredite su entrega en la oficina de correo que lo recibió, conforme al modelo anexo No. I.

2. El remitente de un paquete podrá certificarlo, pagando el derecho de certificacion que se cobre en el pais de su orígen.

3. Se enviará al remitente cuando asi lo solicite, un documento que justifique la entrega de un objeto certificado; pero cada país puede exigir del remitente el pago previo de un derecho por ese servicio, que no exceda de cinco centavos.

4. Se informará á las personas á quienes se dirijan artículos certificados de la llegada de un paquete dirigido á ellas, por la oficina de correos de destino.

ARTICLE VI.

1. The sender of each package shall make a Customs Declaration, pasted upon or attached to the package, upon a special Form provided for the purpose (See Form 2 annexed hereto) giving a general description of the parcel, an accurate statement of the contents and value, date of mailing, and the sender's signature and place of residence, and place of address.

2. The packages in question shall be subject in the country of destination to all customs duties and all customs regulations in force in that country for the protection of its Customs Revenues; and the customs duties properly chargeable thereon shall be collected on delivery, in accordance with the customs regulations of the country of destination.

ARTICLE VII.

Each country shall retain to its own use, the whole of the postages, registration and delivery fees, it collects on said packages; consequently, this Convention will give rise to no separate accounts between the two countries.

ARTICLE VIII.

1. The packages shall be considered as a component part of the mails exchanged direct between the United States of America and the Republic of Costa Rica, to be despatched by the country of origin to the other at its cost and by such means as it provides, in ordinary mail sacks to be marked "Parcels Post" and to be securely sealed with wax or otherwise as may be mutually provided by regulations hereunder.

2. Each country shall return to the despatching office by next mail, all bags or sacks used in the exchange of parcels.

3. Although articles admitted under this Convention will be transmitted as aforesaid between the exchange offices, they should be so carefully packed as to be safely transmitted in the open mails of either country, both in going to the exchange office in the country of origin and to the office of address in the country of destination.

4. Each despatch of a parcels post mail must be accompanied by a descriptive list in duplicate, of all the packages sent, showing distinctly the list number of each parcel, the name of the sender, the name of the addressee with address of destination; and must be enclosed in one of the sacks of such despatch under the Form of Form 3, annexed hereto.

ARTÍCULO VI.

1. El remitente de cada paquete hará una declaracion aduanal que se pegará ó agregará al paquete, segun una formula especial que se le facilitará para ese objeto, (Véase el modelo anexo No. 2) que contenga una descripcion general del paquete, una manifestacion exacta de su contenido y valor, fecha del envio, fecha y lugar de residencia del remitente y lugar de su destino.

2. Estos paquetes quedarán sujetos en el pais de su destino á todos los reglamentos y derechos aduanales que estuvieren vigentes en el mismo pais, para proteger las rentas de sus aduanas; los derechos aduanales que debidamente corresponda cobrar sobre los mismos paquetes, serán cobrados al entregarse estos, de acuerdo con los reglamentos aduanales del pais de destino.

ARTÍCULO VII.

Cada pais retendrá para su propio uso, el total del porte de correo, de los derechos de certificacion y de entrega que colecte sobre dichos paquetes; y en consecuencia, esta Convencion no motivará cuentas separadas entre los dos paises.

ARTÍCULO VIII.

1. Los paquetes se considerarán como parte componente de las balijas cambiadas directamente entre los Estados Unidos de América y la República de Costa Rica, y seran despachados por el pais de su orígen al otro, á su costo y por los medios que el provea, en sacos ordinarios de correspondencia que se marcarán: "Paquetes Postales" y se sellarán con la seguridad debida, con lacre, ó de alguna otra manera que se determine mutuamente por los reglamentos respectivos.

2. Cada pais devolverá á la oficina de correo que los despache, por el próximo correo, todos los sacos usados en el cambio de paquetes.

3. Aunque los objetos admitidos conforme á esta Convencion se trasmitirán en la forma designada, entre las oficinas de cambio, deberán empacarse cuidadosamente, á fin de que puedan trasmitirse en balijas abiertas de un pais, tanto á la oficina de correos de cambio en el pais de su orígen, como á la oficina de correos á donde se dirijan, en el pais de su destino.

4. Cada envio de paquetes postales irá acompañado de una lista descriptiva, hecha por duplicado, de todos los paquetes enviados, que demuestre distintamente el número de lista de cada paquete, el nombre del remitente, el nombre de la persona á quien se dirije con la direccion de su destino, y deberá incluirse en uno de los sacos del mismo envio, de acuerdo con el modelo número 3, anexo á esta Convencion.

ARTICLE IX.

Exchanges of mails under this Convention shall, until otherwise mutually agreed upon, be effected through the Exchange Post Offices at New Orleans and Port Limon, under such regulations relative to the details of the exchanges, as may be mutually determined to be essential to the security and expedition of the mails and the protection of the Customs Revenues.

ARTICLE X.

1. As soon as the mail shall have reached the exchange office of destination, that office shall check the contents of the mail.

2. In the event of the Parcel Bill not having been received, a substitute should at once be prepared.

3. Any errors in the entries on the Parcel Bill which may be discovered, shall, after verification by a second officer, be corrected and noted for report to the despatching office on a Form, "Verification Certificate," which shall be sent in a special envelope.

4. If a parcel advised on the bill be not received, after the non-receipt has been verified by a second officer the entry on the bill should be canceled and the fact reported at once.

5. Should a parcel be received in a damaged or imperfect condition, full particulars shall be reported on the same form.

6. If no "Verification Certificate" or note of error be received, a parcel mail shall be considered as duly delivered, having been found on examination correct in all respects.

ARTICLE XI.

If the packages cannot be delivered as addressed, or if they are refused they should be reciprocally returned without charge, directly to the despatching office of exchange, at the expiration of thirty days from their receipt at the office of destination, and the country of origin may collect from the sender for the return of the parcel, a sum equal to the postage when first mailed.

ARTICLE XII.

The Post Office Department of either of the contracting countries will not be responsible for the loss or damage of any package, and no indemnity can consequently be claimed by the sender or addressee in either country.

ARTÍCULO IX.

El cambio de balijas conforme á esta Convencion, se verificará hasta que se acuerde otra cosa por las oficinas de correos de cambio de Nueva Orleans y Limón, conforme con los reglamentos relativos á los detalles de los cambios que se acuerden mutuamente como esenciales á la seguridad y celeridad de las balijas y á la proteccion de los derechos aduanales.

ARTÍCULO X.

1. La oficina de correos del pais del destino, anotará el contenido de la balija, tan luego como la reciba.

2. En el caso de que no se recibiere una lista de los paquetes enviados por el correo, se hará desde luego una que la sustituya.

3. Los errores que puedan haberse cometido y se descubrieren en la lista de los paquetes enviados por el correo, se corregirán despues de haber sido rectificados por un segundo empleado, y se comunicarán á la oficina que envia los paquetes, en la forma de "Certificado de Comprobacion", que se enviará en cubierta especial.

4. Si no se recibiere algun paquete de los contenidos en la lista, despues de haberse certificado este hecho por un segundo empleado, se cancelará la anotacion respectiva de la lista, y se dará cuenta de esto hecho desde luego.

5. Cuando se recibiere un paquete averiado ó en un estado imperfecto, se comunicarán en la misma forma detalles completos sobre su estado.

6. Si no se recibiere "Certificado de Comprobacion", ó noticia de error, se considerará que la balija de paquetes fué debidamente recibida y que habiendo sido examinada, se encontró exacta bajo todos aspectos.

ARTÍCULO XI.

Si no pudiere entregarse un paquete á la persona á quien se dirije, ó si esta se rehusare á recibirlo, se devolverá recíprocamente, sin recargo, y directamente á la oficina que lo despacho, á la espiracion de treinta dias contados desde su recibo, por la oficina de destino, y el pais de orígen puede cobrar al remitente por la devolucion del paquete, una suma igual al porte que causó cuando se puso por primera vez en el correo.

ARTÍCULO XII.

El Departamento de Correos de cada uno de los paises contratantes, no será responsable por la pérdida ó averia que sufra algun paquete, y no podrá reclamarse, por lo mismo, en ninguno de los dos paises, indemnizacion alguna por quien lo envie, ni por la persona á quien vaya dirigido.

ARTICLE XIII.

The Postmaster General of the United States of America, and the Director General of Posts of the Republic of Costa Rica, shall have authority to jointly make such further regulations of order and detail, as may be found necessary to carry out the present Convention from time to time; and may by agreement prescribe conditions for the admission to the mails of any of the articles prohibited by Article II.

ARTÍCULO XIII.

El Administrador general de Correos de los Estados Unidos de América y el Administrador general de Correos de la República de Costa Rica quedan autorizados para hacer de tiempo en tiempo y de comun acuerdo, los reglamentos posteriores de orden y detalle que consideren necesarios para poner en ejecucion esta Convencion, y podrán, por mutuo consentimiento, establecer condiciones para la admision en las balijas de cualquiera de los objetos prohibidos por el Artículo II.

ARTICLE XIV.

This Convention shall be ratified by the contracting countries in accordance with their respective laws, and its ratification shall be exchanged at the City of Washington as early as possible. Once ratified, and its ratifications exchanged, it shall take effect, and operations thereunder shall begin within thirty days after the exchange, and shall continue in force until terminated by mutual agreement, but may be annulled at the desire of either Department, upon six months previous notice given to the other.

Done in duplicate, and signed at Washington the 4th day of January, one thousand eight hundred and ninety.

[L. S.]

[L. S.]

ARTÍCULO XIV.

Esta Convencion se ratificará por los paises contratantes de acuerdo con sus respectivas leyes, y sus ratificaciones se canjearán en la ciudad de Washington, lo mas pronto que fuere posible. Una vez ratificada y canjeadas sus ratificaciones comenzará á tener efecto dentro de treinta dias despues del canje, y continuará en vigor hasta que se termine por consentimiento mútuo; pero podrá anularse, con la notificacion de uno de los Departamentos de Correos hecha al otro, con seis meses de anticipacion.

Hecho por duplicado y firmado en Washington el dia 4° de Enero, mil ochocientos y noventa.

JNO. WANAMAKER,
Postmaster-General of the United States of America.

FEDERICO VOLIO,
Encargado de Negocios ad interim de la República de Costa Rica.

The foregoing Parcels Post Convention between the United States of America and the Republic of Costa Rica, has been negotiated and concluded with my advice and consent, and is hereby approved and ratified.

In testimony whereof, I have caused the Great Seal of the United States to be hereunto affixed.

[Great Seal of U. S.]

BENJ. HARRISON.

By the President:

JAMES G. BLAINE,
Secretary of State.

WASHINGTON, D. C., *March 27, 1890.*

PALACIO NACIONAL,
San José, tres de febrero de mil ochocientos noventa.

Encontrándose la presente Convención de paquetes postales de acuerdo con las instrucciones dadas al señor don Federico Volio, Encargado de Negocios de Costa Rica en los Estados Unidos de América, el señor Designado en ejercicio de la Presidencia de la República.

Acuerda: Aprobarla y ratificarla en todas sus partes.

CARLOS DONAN.

El Secretario de Estado en el Despacho de Relaciones Exteriores:

[Seal of the Republic of Costa Rica.]

RICARDO JIMENEZ.

The undersigned, John Wanamaker, Postmaster-General of the United States, of America, and Federico Volio, chargé d'affaires ad interim of the Republic of Costa Rica at Washington, having met together in the Postoffice Department for the purpose of exchanging the ratifi-

Habiendose reunido los infrascritos, John Wanamaker, Administrador General de Correos de los Estados Unidos de América, y Federico Volio, Encargado de Negocios ad interim de la República de Costa Rica en Washington, en la Administracion General de Correos, con objeto

f the Parcels Post Convention
d between the United States of
and the Republic of Costa Rica,
ed at Washington on the 4th day
ry, 1890, and having carefully
d the ratifications of said Con-
and found them exactly con-
to each other, the exchange
ce this day in the usual form.
ness whereof they have signed
nt protocol of exchange, and
xed thereto the seals of their

t Washington this first day of
thousand eight hundred and

Post office Dep. of U. S.]
Postmaster General of the United States of America.
Costa Rican Legation.]
Encargado de Negocios ad interim de la República de Costa Rica.

de canjear las ratificaciones de la Convencion de paquetes postales celebrada entre los Estados Unidos de América y la República de Costa Rica, firmada en Washington el dia 4º de Enero de 1890, y habiendo comparado cuidadosamente las ratificaciones de dicha Convencion y encontrandolas exactas la una con la otra, tuvo lugar el canje en la forma usual.

En testimonio de lo cual han firmado el presente protocolo y lo han sellado con sus respectivos sellos de armas.

Hecho en la ciudad de Washington el dia primera de Abril de mil ochocientos y noventa.

JNO. WANAMAKER,
FEDERICO VOLIO,

THE DANISH WEST INDIA ISLANDS.

e purpose of making better
rangements between the United
America and the Danish West In-
ls, the undersigned, John Wana-
ostmaster General of the United
America, by virtue of authority
him by law, and Count de Spon-
yal Danish Minister Resident at
ton, duly empowered thereto by
sty the King of Denmark, have
pon the following articles for
lishment of a Parcels Post Sys-
xchanges between the United
d the above named islands.

ARTICLE I.

ovisions of this Convention re-
to Parcels of mail matter to be
ed by the system herein pro-
, and do not affect the arrange-
w existing under the Universal
nion Convention, which will
as heretofore; and all the
nts hereinafter contained apply
ly to mails exchanged under
icles.

ARTICLE II.

re shall be admitted to the mails
d under this Convention, arti-
nerchandise and mail-matter—
tters, post cards, and written
of all kinds that are admitted
y condition to the domestic mails
untry of origin, except that no
ay exceed eleven pounds (or five
s) in weight, nor the following
ns: greatest length in any direc-
hundred and five centimeters (or
t, six inches); greatest length
h combined one hundred and

Undertegnede, John Wanamaker, Generalpostmester i de Forenede Stater af Amerika, i Kraft af den ham ved Loven givne Myndighed, og Greve Sponneck, Kongelig Dansk Minister-resident i Washington, tilbørlig befuldmægtiget af Hans Majestæt Kongen af Danmark, ere, for at forbedre Postordningen mellem de Forenede Stater af Amerika og de dansk vestindiske Øer, blevne enige om følgende Bestemmelser angaaende Indretningen af en Pakkepost-udvexling mellem de Forenede Stater og de nævnte Øer.

ARTIKEL I.

Denne Konventions Bestemmelser angaa alene Postpakker, der udvexles i Henhold til de i Konventionen givne Regler og berøre ikke den Ordning, der nu bestaar overensstemmende med Verdenspostkonventionen, hvilken Ordning forbliver i Kraft som hidtil; enhver af de følgende Bestemmelser sigter udelukkende til Udvexling af Post i Overensstemmelse med de nedenanførte Regler.

ARTIKEL II.

1. Med Undtagelse af Breve, Brevkort og skrevne Sager skal til Postudvexling i Henhold til denne Konvention modtages Varer og Postsager af enhver Art, som overhovedet modtages til Postbefordring i Afsendelseslandet—dog at ingen Pakke maa veje mere end elleve engelske Pund (5 Kilogram) eller være større end tre Fod, sex Tommer engelsk Maal (105 Centimeter) paa enhver Led og saaledes, at Længde og Bredde tilsammen ikke udgjør mere end 180 Centimeter (6 Fod engelsk Maal); Pakkerne skulle derhos være ind-

eighty centimeters (or six feet); and must be so wrapped or enclosed as to permit their contents to be easily examined by postmasters and Customs Officers; and except that the following articles are prohibited admission to the mails exchanged under this Convention:

Publications which violate the copyright laws of the country of destination; liquids, poisons, explosive or inflammable substances, fatty substances, those which easily liquefy; live or dead animals, not dried, insects, and reptiles; confections, pastes, fruits and vegetables which will easily decompose, and substances which exhale a bad odor; lottery tickets or circulars; all obscene and immoral articles; other articles which may destroy or in any way damage the mails, or injure the persons handling them.

2. All admissible articles of merchandise mailed in one country for the other, or received in one country from the other, shall be free from any detention or inspection whatever, except such as is required for collection of customs duties, and shall be forwarded by the most speedy means to their destination, being subject in their transmission to the laws and regulations of each country, respectively.

ARTICLE III.

1. A letter or communication of the nature of personal correspondence must not accompany, be written upon, or enclosed with any parcel.

2. If such be found, the letter will be placed in the mails if separable, and if inseparably attached, the whole package will be rejected.

If, however, any such should be inadvertently forwarded, the country of destination will collect double rates of postage according to the Universal Postal Union Convention.

3. No parcel may contain parcels intended for delivery at an address other than the one borne by the parcel itself. If such enclosed parcels be detected, they must be sent forward singly, charged with new and distinct Parcels Post rates.

ARTICLE IV.

1. The following rates of postage shall in all cases be required to be fully prepaid with postage stamps of the country of origin, viz:

2. In the United States: for a parcel not exceeding 453 grams (1 pound) in weight, 60 centimes (12 cents), and for each additional 453 grams (1 pound), or fraction thereof, 60 centimes (12 cents); and in the Danish West India Islands: for a parcel not exceeding 906 grams (2 pounds) in weight, 1 franc 25 centimes (25 cents), and for each additional 453

pakkede eller tillukkede saaledes, at deres Indhold let kan undersøges af Post- og Toldvæsenets Funktionærer, hvorhos følgende Gjenstande ere udelukkede fra den heromhandlede Postudvexling:

Tryksager, der krænke Bestemmelseslandets Eftertrykslove; flydende Sager, Gifte, exploderende og let antændelig; Stoffer, Fedtstoffer, letsmeltende Stoffere levende og døde Dyr, ikke tørrede, Insekter og Krybdyr; Sukkervarer, klæbrige Sager, Frugter og Vegetabilier, der let gaa i Forraadnelse, ildelugtende Sager; Lotterisedler eller Cirkulærer; alle utugtige og umoralske Gjenstande; saa og Sager, som paa en eller anden Maade kunne ødelægge eller beskadige Posten eller forulempe dem, der have med denne at gjøre.

2. Alle tilladelige Varer, der afsendes eller modtages med Posten fra det ene Land til det andet skulle være fri for Tilbageholdelse og Undersøgelse af enhver Art med Undtagelse af den for Toldintradernes Oppebørsel fornødne; de skulle befordres hurtigst muligen til deres Bestemmelsted og ere ved deres Forsendelse de paagjeldende Landes Love og Anordninger undergivne.

ARTIKEL III.

1. Breve eller private Meddelelser maa ikke ledsage, være skrevne paa eller indlagte i nogen Pakke.

2. Findes saadanne Breve eller Meddeleser, ville de, hvis de kunne udsondres, blive overgivne til Brevposten, hvis ikke, vil hele Pakken blive nægtet Befordring.

Hvis alligevel sligt feilagtigen blive befordret, skal Bestemmelseslandet opkræve dobbelt Porto overensstemmende med Verdenspostkonventionen.

3. Ingen Pakke maa indeholde Pakker bestemte til Udlevering efter anden Adresse end Postpakkens egen. Dersom saadanne indlagte Pakker opdages, skulle de forsendes enkeltvis med Beregning af ny Porto for hver enkelt Pakke.

ARTIKEL IV.

1. Følgende Portobeløb ville i alle Tilfælde være at opkræve og fuldt ud at forudbetale med Afsendelseslandets Postfrimærker, nemlig:

2. I de Forenede Stater for en Pakke, der ikke vejer over 453 Gram (1 engelsk Pund), 60 centimes (12 cents) og for hver yderligere 453 Gram (1 engelsk Pund) eller Del deraf, 60 centimes (12 cents), og paa de dansk vestindiske Øer for en Pakke, der ikke vejer over 906 Gram (2 engelske Pund), 1 Franc 25 centimes (25 cents), og for hver yderligere 453 gram

(1 pound), or fraction thereof, 60 nes (12 cents).

The packages shall be promptly de- d to addressees at the Post Offices dress in the country of destination, f charge for postage; but the coun- f destination may, at its option, and collect from the addressee for or service and delivery a charge the nt of which is to be fixed according own regulations, but which shall case exceed 50 centimes (10 cents) ch parcel, whatever its weight.

ARTICLE V.

The sender will, at the time of mail- ie package, receive a Certificate of ng from the Post Office where the ige is mailed, on a Form like Form exed hereto.

The sender of a package may have ume registered in accordance with gulations of the country of origin. An acknowledgment of the delivery egistered article shall be returned sender when requested; but either ry may require of the sender pre- ent of a fee therefor not exceeding ents (25 centimes).

The addressees of registered articles be advised of the arrival of a pack- ddressed to them, by a notice from ost Office at destination.

ARTICLE VI.

The sender of each package shall a Customs Declaration, pasted upon ached to the package, upon a spe- Form provided for the purpose (see 2 annexed hereto) giving a general iption of the parcel, an accurate nent of its contents and value, date iling, and the senders signature and of residence, and place of address.

The packages in question shall be t in the country of destination to stoms duties and all customs regu- s in force in that country for the tion of its customs revenues; and stoms duties properly chargeable on shall be collected on delivery, ordance with the customs regula- of the country of destination; either sender nor addressee shall bject to the payment of any charge es or penalties on account of fail- comply with any customs regula-

ARTICLE VII.

h country shall retain to its own he whole of the postages, registra- nd delivery fees, it collects on said gés; consequently, this Convention give rise to no separate accounts be- the two countries.

(1 engelsk Pund) eller Del deraf, 60 centimes (12 cents).

3. Pakkerne skulle uden Ophold og uden at være belastede med nogen Porto udleveres til Adressaterne ved det i Adressen angivne Postkontor i Bestemmelseslandet; dog kan dette frit tage Beslutning om, at der for indre Tjeneste og Udlevering skal paalægges og hos Adressaten opkræves en Afgift, der fastsættes overensstemmende met Landets egne Anordninger, men ej i noget Tilfælde maa overstige 50 centimes (10 cents) for hver Pakke uden Hensyn til dens Vægt.

ARTIKEL V.

1. Afsenderen modtager, naar han afgiver sin Pakke til Postbefordring, af Indleveringskontoret et Postbevis, affattet overensstemmende med den vedføjede Formular 1.

2. Afsenderen af en Pakke kan faa denne anbefalet overensstemmende med Afsendelseslandets Love.

3. En Tilstaaelse for Udleveringen af en anbefalet Forsendelse vil paa Forlangende blive tilstillet Afsenderen, men ethvert af de kontraherende Lande kan herfor hos Afsenderen forud opkræve et Gebyr af ikke over 25 centimes (5 cents).

4. Om Ankomsten af en anbefalet Forsendelse skal Addressaten underrettes ved en Meddelelse fra Bestemmelsesstedets Postkontor.

ARTIKEL VI.

1. Afsenderen af enhver Pakke skal udstede en Tolddeklaration, paaklæbet eller vedhæftet Pakken, affattet i den herfor bestemte Form (se den vedføjede Formular 2) og indeholdende en fuldstændig Beskrivelse af Pakken, en nøjagtig Angivelse af dens Indhold og Værdi, Datum for dens Indlevering til Postbesørgelse samt Afsenderens Underskrift og Bopæl tilligemed Pakkens Adresse.

2. Pakkerne skulle i Bestemmelseslandet svare all Toldafgifter og ere undergyvne alle de Regler, der sigte til disse Afgifters rette Erlæggelse; den Pakkerne lovlig paahvilende Told skal opkræves ved Pakkernes Udlevering overensstemmende med Bestemmelseslandets Toldforskrifter, men der skal hverken kunne paalægges Afsender eller Adressat nogen Mulkt eller Bøde for Forseelse mod Toldanordningerne.

ARTIKEL VII.

Porto Anbefalings og Udleverings-Gebyr for Pakkerne tilkomme med det fulde Beløb det Land, hvori de opkræves; følgelig vil denne Konvention ikke give Anledning til nogen særskilt Afregning mellem de tvende Lande.

ARTICLE VIII.

1. The packages shall be considered as a component part of the mails exchanged direct between the United States of America and the Danish West India Islands, to be despatched by the country of origin to the other at its cost and by such means as it provides; but must be forwarded, at the option of the despatching office, either in boxes prepared expressly for the purpose, or in ordinary mail sacks, to be marked "Parcels Post" and to be securely sealed with wax or otherwise as may be mutually provided by regulations hereunder.

2. Each country shall return to the despatching office by next mail, all such bags and boxes.

3. Although articles admitted under this convention will be transmitted as aforesaid between the exchange offices, they should be so carefully packed as to be safely transmitted in the open mails of either country, both in going to the exchange office in the country of origin and to the office of address in the country of destination.

4. Each despatch of a Parcels-Post mail must be accompanied by a descriptive list, in duplicate, of all the packages sent, showing distinctly the list number of each parcel, the name of the sender, and the name of the addressee with address of destination; which list must be enclosed in one of the boxes or sacks of such despatch (under the Form of Form 3 annexed hereto).

ARTIKEL VIII.

1. Pakkerne skulle betragtes som en Bestanddel af de Poster, der udvexles direkte mellem de Forenede Stater af Amerika og de dansk vestindiske Øer; de skulle af Afsendelseslandet paa dettes Bekostning og paa den Maade, dette bestemmer, befordres til det andet Land, men Befordringen skal, efter Afsendelsespostkontorets Valg ske enten i særlig dertil bestemte Kasser eller i almindelige Postsække mærkede "Pakkepost" og behørig forseglede med Lak eller paa anden Maade efter herom gjensidig truffen Overenskomst.

2. Ethvert Land skal med første Post sende alle saadanne Sække og Kasser tilbage til Afsendelsespostkontoret.

3. Endskjønt Gjenstande, der falde ind under denne Konvention, ville blive forsendte paa foranførte Maade mellem Udvexlingspostkontorerne, skulle de dog være saa omhyggelig indpakkede, at de sikkert kunde forsendes i hvert Lands aabne Poster under Befordringen til Afsendelseslandets Udvexlingskontor og fra Bestemmelseslandets Udvexlingskontor til Udleveringskontoret.

4. Enhver Pakkepost skal ledsages af en Fortegnelse in duplo over alle de afsendte Pakker med tydelig Angivelse af hver Pakkes Løbe-Nº, Afsenderens og Adressatens Navne samt Pakkens Bestemmelsessted. Denne Fortegnelse skal være nedlagt i en af de Kasser eller Sække, hvori Forsendelsen foregaar (se den vedføjede Formular 3).

ARTICLE IX.

Exchanges of mails under this Convention from any place in either country to any place in the other, shall be effected through the post offices of both countries already designated as exchange post offices, or through such others as may be hereafter agreed upon; under such regulations relative to the details of the exchange as may be mutually determined to be essential to the security and expedition of the mails and the protection of the customs revenues.

ARTIKEL IX.

Postudvexling i Medfør af denne Konvention fra Steder i det ene til Steder det andet af de to Lande skal ske gjennem de Postkontorer i hvert Land, der allerede ere eller senere maatte blive bestemte til Udvexlingskontorer under Iagttagelse af saadanne Regler med Hensyn til Udvexlingens Enkeltheder, som gjensidig maatte blive fastsatte som væsentlige for den sikre Expedition af Posten og Erlæggelse af Tolden.

ARTICLE X.

1. As soon as the mail shall have reached the exchange office of destination, that office shall check the contents of the mail.

2. In the event of the parcel bill not having been received, a substitute should be at once prepared.

3. Any errors in the entries on the parcel bill which may be discovered, shall, after verification by a second officer, be corrected and noted for report to the despatching office on a Form, "Verification

ARTIKEL X.

1. Saasnart Posten har naaet Bestemmelseslandets Udvexlingskontor, skal dette efterse Postens Indhold.

2. Hvis Fortegnelsen over Pakkerne ikke modtages, vil der strax i dens Sted være at udfærdige en tilsvarende Fortegnelse.

3. Mulige Feil ved Udfyldningen af Fortegnelsen, skulle, efter at de ved Tilkaldelsen af endnu en Postfunktionær ere bevidnede, rettes og noteres til Underretning for Afsendelseskontoret i

te," which shall be sent in a
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parcel advised on the bill be not
after the nonreceipt has been
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or imperfect condition, full par-
shall be reported on the same

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ARTICLE XI.

packages cannot be delivered as
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irectly to the despatching office
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m their receipt at the office of
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ct from the sender for the return
rcel, a sum equal to the postage
st mailed.

ARTICLE XII.

ost Office Department of either
ntracting countries will not be
ble for the loss or damage of any
and no indemnity can conse-
be claimed by the sender or
e in either country.

ARTICLE XIII.

stmaster General of the United
f America, and His Majesty's
r of the Danish West India Is-
hall have authority to jointly
ch further regulations of order
il, as may be found necessary to
t the present Convention from
time; and may by agreement
conditions for the admission
ails of any of the articles pro-
y Article II of this Convention.

ARTICLE XIV.

present Convention shall be ratified
he contracting countries in ac-
with their respective laws, and
cations shall be exchanged in the
Vashington as early as possible.
Convention shall take effect,
rations thereunder shall begin
ninetieth day after the exchange
latifications, and shall continue

Form af et "Verifikations Certifikat," som skal sendes i særligt Omslag.

4. Dersom en Pakke der er optagen paa Fortegnelsen, ikke modtages, skal, efter at Ikke-Modtagelsen ved Tilkaldelsen af endnu en Postfunktionær er bevidnet, den paa Fortegnelsen om Pakken skete Tilførsel overstreges og Meddelelse herom strax gives.

5. Modtages en Pakke i beskadiget eller ufuldkommen Stand, skal fuldstændig Underretning gives paa den ovenfor angivne Maade.

6. Dersom intet "Verifikations Certifikat" eller ingen Meddelelse om forefundne Feil modtages, ansees en Pakkepost som rigtig afleveret og som efter stedfunden Undersøgelse i alle Maader rigtig befunden.

ARTIKEL XI.

Dersom en Pakke ikke kan udleveres efter Adressen eller dersom den nægtes Modtagelse skal den 30 Dage efter dens Modtagelse ved Udleveringskontoret til bagesendes portofrit og direkte til det Udvexlingskontor, hvorfra den oprindelig er kommen; for Tilbagesendelsen af Pakken kan Afsendelseslandet hos Afsenderen opkræve et Beløb svarende til den Porto, der er erlagt ved Pakkens Indlevering til Postbesørgelse.

ARTIKEL XII.

Ingen af de kontraherende Landes Postbestyrelser vil være ansvarlig for Tab eller Beskadigelse af en Postpakke, og Skadeserstatning kan følgelig hverken af Afsenderen eller Adressaten forlanges i noget af de tvende Lande.

ARTIKEL XIII.

Generalpostmesteren i de Forenede Stater of Amerika, og Gouverneuren for de dansk vestindiske Øer, ere bemyndigede til i Forening at fastsætte saadanne yderligere—nærmere og i Enkelthederne gaaende—Regler, som fra Tid til anden maatte ansees nødvendige for denne Konventions Virksomhed; de kunne derhos i Forening give Regler for Modtagelsen til Postbefordring af nogle af de i Artikel II som "uddelukkede fra Befordring" nævnte Gjenstande.

ARTIKEL XIV.

1. Denne Konvention skal ratificeres af de kontraherende Lande i Overensstemmelse med disses Love, og Ratifikationerne skulle udvexles i Washington saa snart som muligt.

2. Konventionen skal træde i Kraft, og Udvexlingen i Henhold til den tage sin Begyndelse paa den halvfemsindstyvende Dag efter Ratifikationernes Udvexling,

in force until terminated by mutual agreement; but may be annulled at the desire of either Department, upon six months previous notice given to the other.

Done in duplicate, and signed at Washington the seventh day of May one thousand eight hundred and ninety.

[SEAL] JOHN WANAMAKER,
Postmaster General of the United States of America.

[SEAL] W. SPONNECK,
Kongelig Dansk Ministerresident.

den skal forblive i Kraft indtil den efter gjensidig Overenskomst bringes til Ophør; men den kan opsiges med sex Maaneders Varsel fra hver af Siderne.

Udfærdiget in duplo og underskrevet i Washington den syvende Mai Et tusend otte hundrede og halvfemsindstyve.

The foregoing Parcels-Post Convention between the United States of America and the Danish West India Islands, has been negotiated and concluded with my advice and consent, and is hereby approved and ratified.

In testimony whereof, I have caused the Great Seal of the United States to be hereunto affixed.

[SEAL] BENJ. HARRISON.

By the President:
J. B. MOORE,
Acting Secretary of State.

WASHINGTON, D. C., *July 23d, 1890.*

Foranstaaende Pakkepostkonvention mellem de Forenede Stater af Amerika og de dansk vestindiske Øer er bleven forhandlet og afsluttet med Vort Raad og Samtykke, og bliver herved bifaldet, stadfæstet og ratificeret.

Til yderligere Vished have Vi denne Ratifikation egenhændigen underskrevet og ladet samme Vort store Kongelige Segl paatrykke.

Givet i Vor Hoved og Residentsstad Kjøbenhavn den 5te Juni 1890, i Vor Regjerings det 27de Aar.

I Kongens Navn

[SEAL] FREDERIK,
Kronprinds.

O. D. ROSENØRN LEHN.

The undersigned, John Wanamaker, Postmaster General of the United States of America, and Count de Sponneck, Minister Resident of Denmark at Washington, having met together in the Post Office Department for the purpose of exchanging the ratifications of the Parcels Post Convention concluded between the United States of America and the Danish West India Islands, and signed at Washington on the seventh day of May 1890; and having carefully compared the ratifications of said Convention, and found them exactly conformable to each other, the exchange took place this day in the usual form; and pursuant to Article XIV, the Convention will go into operation on both sides on the fifth day of January 1891.

De undertegnede, John Wanamaker, Generalpostmester i de Forenede Stater af Amerika, og Greve Sponneck, Kongelig Dansk Ministerresident i Washington, mødte i Generalpostamtet for at udvexle Ratifikationerne af Pakkepostkonventionen afsluttet mellem de Forenede Stater af Amerika og de dansk vestindiske Øer, og undertegnet i Washington den syvende Mai 1890; og efter at de havde omhyggeligt sammenlignet denne Konventions Ratifikationer, og fundet at de ere nøiagtigt overensstemmende fandt Udvexlingen Sted idag sædvanlig Form; og ifølge Artikel XIV skal Konventionen træde i Kraft fra begge Sider den femte Januar, 1891.

In witness whereof, they have signed the present protocal of exchange, and have affixed thereto the seals of their arms.

Done at Washington this seventh day of October, one thousand eight hundred and ninety.

Til Bekræftelse herpaa have de undertegnet denne Udvexlingsprotocol og paasat samme deres Segl.

Givet i Washington den syvende Oktober Et tusend otte hundrede og halvfemsindstyve.

[SEAL] JOHN WANAMAKER,
Postmaster General of the United States of America.

[SEAL] W. SPONNECK,
Kongelig Dansk Ministerresident.

BRITISH GUIANA.

For the purpose of making better postal arrangements between the United States f America and British Guiana, the undersigned, John Wanamaker, Postmaster eneral of the United States of America, and Sir Julian Pauncefote, G. C. M. G., . C. B., Her Britannic Majesty's Envoy Extraordinary and Minister Plenipotentiary t Washington, by virtue of authority vested in them, have agreed upon the follow- ıg articles for the establishment of a parcels-post system of exchanges between the nited States and British Guiana.

Article I.

The provisions of this convention relate only to parcels of mail matter to be ex- hanged by the system herein provided for, and do not affect the arrangements now xisting under the Universal Postal Union Convention, which will continue as here- ofore; and all the agreements hereinafter contained apply exclusively to mails ex- hanged under these articles.

Article II.

1. There shall be admitted to the mails exchanged under this convention, articles f merchandise and mail matter—except letters, post cards, and written matter— f all kinds, that are admitted under any conditions to the domestic mails of the ountry of origin, except that no packet may exceed 11 pounds (or 5 kilograms) in eight, nor the following dimensions: Greatest length in any direction, three feet x inches; greatest length and girth combined, six feet; and must be so wrapped r enclosed as to permit their contents to be easily examined by postmasters and ustom officers; and except that the following articles are prohibited admission to ıe mails exchanged under this convention:

Publications which violate the copyright laws of the country of destination; oisons, and explosive or inflammable substances; fatty substances, liquids, and ıose which easily liquefy, confections and pastes; live or dead animals, except ead insects and reptiles when thoroughly dried; fruits and vegetables, and sub- ances which exhale a bad odor; lottery tickets, lottery advertisements, or lottery reulars; all obscene or immoral articles; articles which may in any way damage r destroy the mails or injure the persons handling them.

2. All admissible articles of merchandise mailed in one country for the other, or ceived in one country from the other, shall be free from any detention or inspec- on whatever, except such as is required for collection of customs duties, and shall e forwarded by the most speedy means to their destination, being subject in their ansmission to the laws and regulations of each country, respectively.

Article III.

1. A letter or communication of the nature of personal correspondence must not company, be written on, or enclosed with any parcel.

2. If such be found, the letter will be placed in the mails if separable, and if the mmunication be inseparably attached, the whole package will be rejected. If, owever, any such should inadvertently be forwarded, the country destination will llect double rates of postage according to the Universal Postal Union Convention.

3. No parcel may contain packages intended for delivery at an address other than iat borne by the parcel itself. If such enclosed packages be detected, they must be nt forward singly, charged with new and distinct parcel-post rates.

Article IV.

1. The following rates of postage shall in all cases be required to be *fully prepaid* ith postage stamps of the country of origin, viz:

2. In the United States, for a parcel not exceeding one pound in weight, 12 cents; nd for each additional pound, or fraction of a pound, 12 cents.

3. In British Guiana, for a parcel not exceeding one pound in weight, six pence; nd for each additional pound, or fraction of a pound, six pence.

4. The parcels shall be promptly delivered to addressees at the post-offices of ad- dress in the country of destination free of charge for postage; but the country of destination may, at its option, levy and collect from the addressee for interior serv- ice and delivery a charge the amount of which is to be fixed according to its own regulations, but which shall in no case exceed 5 cents or two and one-half pence for each parcel, whatever its weight.

ARTICLE V.

1. The sender will, at the time of mailing the package, receive a certificate of mailing from the post-office where the package is mailed on a form like Form 1 annexed hereto.
2. The sender of a package may have the same registered in accordance with the regulations of the country of origin.
3. An acknowledgment of the delivery of a registered article shall be returned to the sender when requested; but either country may require of the sender prepayment of a fee therefor not exceeding five cents or two and one-half pence.
4. The addressees of registered articles shall be advised of the arrival of a package addressed to them by a notice from the post-office of destination.

ARTICLE VI.

1. The sender of each parcel shall make a customs declaration, pasted upon or attached to the package, upon a special form provided for the purpose (see Form 2 annexed hereto) giving a general description of the parcel, an accurate statement of its contents and value, date of mailing, and the sender's signature and place of residence, and place of address.
2. The parcels in question shall be subject in the country of destination to all customs duties and all customs regulations in force in that country for the protection of its customs revenues; and the customs duties properly chargeable thereon shall be collected on delivery, in accordance with the customs regulations of the country of destination; but neither sender or addressee shall be subject to the payment of any charge for fines or penalties on account of failure to comply with any customs regulation.

ARTICLE VII.

Each country shall retain to its own use the whole of the postages, registration and delivery fees, it collects on said parcels; consequently, this convention will give rise to no separate accounts between the two countries.

ARTICLE VIII.

1. The parcels shall be considered as a component part of the mails exchanged *direct* between the United States and British Guiana, to be despatched to destination by the country of origin at its cost and by such means as it provides; but must be forwarded, at the option of the despatching office, either in boxes prepared expressly for the purpose or in ordinary mail sacks, marked "parcels post," and securely sealed with wax, or otherwise, as may be mutually provided by regulations hereunder.
2. Each country shall promptly return *empty* to the despatching office by next mail all such bags and boxes.
3. Although articles admitted under this convention will be transmitted as aforesaid between the exchange offices, they should be so carefully packed as to be safely transmitted in the open mails of either country, both in going to the exchange office in the country of origin and to the office of address in the country of destination.
4. Each despatch of a parcels-post mail must be accompanied by a descriptive list, in duplicate, of all the parcels sent, showing distinctly the list number of each parcel, the name of the sender, the name of the addressee, with address of destination, and the declared contents and value; and must be enclosed in one of the boxes or sacks of such despatch (see Form 3 annexed hereto).

ARTICLE IX.

Exchanges of mails under this convention from any place in either country to any place in the other, shall be effected through the post-offices of both countries already designated as exchange post-offices, or through such others as may be hereafter agreed upon; under such regulations relative to the details of the exchange as may be mutually determined to be essential to the security and expedition of the mails and the protection of the customs revenues.

ARTICLE X.

1. As soon as the mail shall have reached the office of destination, that office shall check the contents of the mail.
2. In the event of the parcel bill not having been received a substitute should be *at once* prepared.

3. Any errors in the entries on the parcel bill which may be discovered, should, ter verification by a second officer, be corrected and noted for report to the de-atching office on a form "Verification Certificate," which should be sent in a ecial envelope.
4. If a parcel advised on the bill be not received, after the non-receipt has been rified by a second officer, the entry on the bill should be canceled and the fact re-rted at once.
5. If a parcel be observed to be insufficiently prepaid, it must not be taxed with ficient postage, but the circumstance must be reported on the verification certifi-te form.
6. Should a parcel be received in a damaged or imperfect condition, full particu-rs should be reported on the same form.
7. If no verification certificate or note of error be received, a parcel mail shall be nsidered as duly delivered, having been found on examination correct in all re-ects.

ARTICLE XI.

1. If a parcel cannot be delivered as addressed, or is refused, it must be returned thout charge, directly to the despatching office of exchange, at the expiration of irty days from its receipt at the office of destination; and the country of origin ay collect from the sender for the return of the parcel, a sum equal to the postage hen first mailed.
2. When the contents of a parcel which can not be delivered are liable to deteri-ation or corruption, they may be destroyed at once, if necessary, or if expedient, ld, without previous notice or judicial formality, for the benefit of the right person, e particulars of each sale being noticed by one post-office to the other.
3. An order for redirection or reforwarding must be accompanied by the amount ie for postage necessary for the return of the article to the office of origin, at the dinary parcel rates.

ARTICLE XII.

The post-office department of either of the contracting countries will not be re-onsible for the loss or damage of any parcel, and no indemnity can consequently claimed by the sender or addressee in either country.

ARTICLE XIII.

The Postmaster General of the United States of America and the Postmaster Gen-al of British Guiana, shall have authority to jointly make such further regulations order and detail as may be found necessary to carry out the present convention om time to time; and may, by agreement, prescribe conditions for the admission to e mails of any of the articles prohibited by Article II of this convention.

ARTICLE XIV.

This convention shall take effect and operations thereunder shall begin on the first y of April, 1892, and shall continue in force until terminated by mutual agreement, it may be annulled at the desire of either department, upon six months' previous tice given to the other.

Done in duplicate, and signed at Washington, the third day of February, 1892.

[SEAL.] JOHN WANAMAKER,
Postmaster General of the United States of America.

[SEAL.] JULIAN PAUNCEFOTE,
H. B. M. Minister.

The foregoing parcels-post convention between the United States of America and British Guiana has been negotiated and concluded with my advice and consent, and is hereby approved and ratified.

In testimony whereof, I have caused the Great Seal of the United States to be hereunto affixed.

[SEAL.] BENJ. HARRISON.

By the President:
JAMES G. BLAINE,
Secretary of State.

WASHINGTON, *February 4th, 1892.*

THE WINDWARD ISLANDS.

For the purpose of making better postal arrangements between the United States of America and the Windward Islands, the undersigned, John Wanamaker, Postmaster-General of the United States of America, and Sir Julian Pauncefote, G. C. M. G., K. C. B., Her Britannic Majesty's Envoy Extraordinary and Minister Plenipotentiary at Washington, by virtue of authority vested in them, have agreed upon the following articles for the establishment of a Parcels-Post system of exchanges between the United States and the Windward Islands.

ARTICLE I.

The provisions of this Convention relate only to parcels of mail matter to be exchanged by the system herein provided for, and do not affect the arrangements now existing under the Universal Postal Union Convention, which will continue as heretofore; and all the agreements hereinafter contained apply exclusively to mails exchanged under these articles.

ARTICLE II.

1. There shall be admitted to the mails exchanged under this Convention, articles of merchandise and mail matter—except letters, post cards, and written matter—of all kinds, that are admitted under any conditions to the domestic mails of the country of origin, except that no packet may exceed eleven pounds (or five kilograms) in weight, nor the following dimensions: Greatest length in any direction three feet six inches; greatest length and girth combined, six feet; and must be so wrapped or enclosed as to permit their contents to be easily examined by postmasters and customs officers; and except that the following articles are prohibited admission to the mails exchanged under this Convention:

Publications which violate the copyright laws of the country of destination; poisons, and explosive or inflammable substances; fatty substances, liquids, and those which easily liquefy, confections and pastes; live or dead animals, except dead insects and reptiles when thoroughly dried; fruits and vegetables, and substances which exhale a bad odor; lottery tickets, lottery advertisements, or lottery circulars; all obscene or immoral articles; articles which may in any way damage or destroy the mails, or injure the persons handling them.

2. All admissible articles of merchandise mailed in one country for the other, or received in one country from the other, shall be free from any detention or inspection whatever, except such as is required for collection of customs duties, and shall be forwarded by the most speedy means to their destination, being subject in their transmission to the laws and regulations of each country, respectively.

ARTICLE III.

1. A letter or communication of the nature of personal correspondence must not accompany, be written on, or enclosed with any parcel.

2. If such be found, the letter will be placed in the mails if separable, and if the communication be inseparably attached, the whole package will be rejected. If, however, any such should inadvertently be forwarded, the country of destination will collect double rates of postage according to the Universal Postal Union Convention.

3. No parcel may contain packages intended for delivery at an address other than that borne by the parcel itself. If such enclosed packages be detected, they must be sent forward singly charged with new and distinct Parcels-Post rates.

ARTICLE IV.

1. The following rates of postage shall in all cases be required to be *fully prepaid* with postage stamps of the country of origin, viz:

2. In the United States, for a parcel not exceeding one pound in weight, twelve cents; and for each additional pound, or fraction of a pound, twelve cents.

3. In the Windward Islands, for a parcel not exceeding one pound in weight, sixpence; and for each additional pound, or fraction of a pound, six pence.

4. The parcels shall be promptly delivered to addressees at the Post Offices of address in the country of destination, free of charge for postage; but the country of destination may, at its option, levy and collect from the addressee for interior service and delivery a charge the amount of which is to be fixed according to its own regulations, but which shall in no case exceed five cents or two and one-half pence *for each* parcel, whatever its weight.

ARTICLE V.

1. The sender will, at the time of mailing the package, receive a Certificate of Mailing from the Post-Office where the package is mailed on a Form like Form 1 annexed hereto.
2. The sender of a package may have the same registered in accordance with the regulations of the country of origin.
3. An acknowledgment of the delivery of a registered article shall be returned to the sender when requested; but either country may require of the sender prepayment of a fee therefor not exceeding five cents or two and one-half pence.
4. The addressees of registered articles shall be advised of the arrival of a package addressed to them, by a notice from the Post Office at destination.

ARTICLE VI.

1. The sender of each parcel shall make a Customs Declaration, pasted upon or attached to the package, upon a special Form provided for the purpose (see Form 2 annexed hereto) giving a general description of the parcel, an accurate statement of its contents and value, date of mailing, and the sender's signature and place of residence, and place of address.
2. The parcels in question shall be subject in the country of destination to all customs duties and all customs regulations in force in that country for the protection of its customs revenues; and the customs duties properly chargeable thereon shall be collected on delivery, in accordance with the customs regulations of the country of destination; but neither sender nor addressee shall be subject to the payment of any charge for fines or penalties on account of failure to comply with any customs regulation.

ARTICLE VII.

Each country shall retain to its own use the whole of the postages, registration and delivery fees it collects on said parcels; consequently, this Convention will give rise to no separate accounts between the two countries.

ARTICLE VIII.

1. The parcels shall be considered as a component part of the mails exchanged *direct* between the United States and the Windward Islands, to be despatched to destination by the country of origin at its cost and by such means as it provides; but must be forwarded, at the option of the despatching office, either in boxes prepared expressly for the purpose or in ordinary mail sacks, marked "Parcels-Post," and securely sealed with wax, or otherwise, as may be mutually provided by regulations hereunder.
2. Each country shall promptly return *empty* to the despatching office by next mail, all such bags and boxes.
3. Although articles admitted under this Convention will be transmitted as aforesaid between the exchange offices, they should be so carefully packed as to be safely transmitted in the open mails of either country, both going to the exchange office in the country of origin and to the office of address in the country of destination.
4. Each despatch of a Parcels-Post mail must be accompanied by a descriptive list, in duplicate, of all the parcels sent, showing distinctly the list number of each parcel, the name of the sender, the name of the addressee with address of destination, and the declared contents and value; and must be enclosed in one of the boxes or sacks of such despatch (See Form 3 annexed hereto).

ARTICLE IX.

Exchanges of mails under this Convention from any place in either country to any place in the other, shall be effected through the post offices of both countries already designated as exchange post offices, or through such others as may be hereafter agreed upon; under such regulations relative to the details of the exchange as may be mutually determined to be essential to the security and expedition of the mails and the protection of the customs revenues.

ARTICLE X.

1. As soon as the mail shall have reached the office of destination, that office shall check the contents of the mail.
2. In the event of the parcel bill not having been received, a substitute should be at once prepared.

3. Any errors in the entries on the parcel bill which may be discovered, should, after verification by a second officer, be corrected and noted for report to the despatching office on a form "Verification Certificate," which should be sent in a special envelope.

4. If a parcel advised on the bill be not received, after the non-receipt has been verified by a second officer, the entry on the bill should be canceled and the fact reported at once.

5. If a parcel be observed to be insufficiently prepaid, it must not be taxed with deficient postage, but the circumstance must be reported on the verification certificate form.

6. Should a parcel be received in a damaged or imperfect condition, full particulars should be reported on the same form.

7. If no verification certificate or note of error be received, a parcel mail shall be considered as duly delivered, having been found on examination correct in all respects.

ARTICLE XI.

1. If a parcel cannot be delivered as addressed, or is refused, it must be returned without charge, directly to the despatching office of exchange, at the expiration of thirty days from its receipt at the office of destination; and the country of origin may collect from the sender for the return of the parcel, a sum equal to the postage when first mailed.

2. When the contents of a parcel which cannot be delivered are liable to deterioration or corruption, they may be destroyed at once, if necessary, or if expedient, sold, without previous notice or judicial formality, for the benefit of the right person, the particulars of each sale being noticed by one post office to the other.

3. An order for redirection or reforwarding must be accompanied by the amount due for postage necessary for the return of the article to the office of origin, at the ordinary parcel rates.

ARTICLE XII.

The Post Office Department of either of the contracting countries will not be responsible for the loss or damage of any parcel, and no indemnity can consequently be claimed by the sender or addressee in either country.

ARTICLE XIII.

The Postmaster General of the United States of America, and the Governor of the Windward Islands, shall have authority to jointly make such further regulations order and detail as may be found necessary to carry out the present Convention from time to time; and may, by agreement, prescribe conditions for the admission to the mails of any of the articles prohibited by Article II of this Convention.

ARTICLE XIV.

This Convention shall take effect and operations thereunder shall begin on the first day of April, 1892, and shall continue in force until terminated by mutual agreement, but may be annulled at the desire of either Department, upon six months previous notice given to the other.

Done in duplicate, and signed at Washington, the twenty-fourth day of February 1892.

[SEAL.] JOHN WANAMAKER,
Postmaster General of the United States of America.

[SEAL.] JULIAN PAUNCEFOTE,
H. B. M. Minister.

The foregoing Parcels Post Convention between the United States of America and the Windward Islands has been negotiated and concluded with my advice and consent, and is hereby approved and ratified.

In testimony whereof I have caused the Great Seal of the United States to be hereunto affixed, this 24th day of February, A. D. 1892.

[SEAL.]

By the President:

BENJ. HARRISON.

JAMES G. BLAINE,
Secretary of State.

WASHINGTON, *February 24, 1892.*

MONEY-ORDER CONVENTIONS.

THE DOMINION OF CANADA.

1880.

The Post Office Department of the United States of America, and the Post Office Department of the Dominion of Canada, being desirous of amending the system of exchange of Money Orders between the two countries, the undersigned, duly authorized for that purpose, have agreed upon the following Articles amending the existing Convention.

ARTICLE 1.

The transfer of sums of money may be made by means of postal money orders from the Dominion of Canada to the United States, and from the United States to the Dominion of Canada.

ARTICLE 2.

1. The money orders issued in the Dominion of Canada for payment in the United States, shall conform, as nearly as practicable, to model "A", hereto annexed, and the money orders issued in the United States for payment in the Dominion of Canada, shall in the same manner, conform to model "B", also hereto annexed.

2. Each money order shall be delivered to the remitter thereof to be forwarded by him at his own expense to the payee.

3. The filling up of the order, in writing, must be in the English language, and in Roman letters and Arabic numerals, without alteration or obliteration, and the name of the Exchange Office through which the advice is forwarded for certification must be stated thereon.

4. The maximum amount of each order is fixed at Fifty dollars.*

5. No order shall contain a fraction of a cent.

6. The maximum of the order may be increased from fifty dollars to one hundred dollars, by mutual agreement between the Post Office Departments of the two countries.

ARTICLE 3.

1. The service of the Postal Money-Order system between the two countries shall be performed exclusively through the agency of one or more offices of Exchange, and, for this purpose, each Postal Administration is authorized to establish or to abolish offices of Exchange within its own jurisdiction, but in either case due notice of such action must previously be given to the the other Administration. For the present the offices of Exchange on the part of the Dominion of Canada shall be,

* Maximum amount subsequently changed to one hundred dollars for orders issued in the United States and payable in Canada.

St. John, N. B.

Quebec, Que.	Hamilton, Ont.*
Montreal, Que.	London, Ont.*
Kingston, Ont.	Victoria, B. C.*
Toronto, Ont.	Winnipeg, Man.*

and on the part of the United States,

Bangor, Me.	Detroit, Mich.†
St. Albans, Vt.	St. Paul, Minn.†
Buffalo, N. Y.	Portland, Oreg.†

Each of these Offices of Exchange shall, at the close of each week's business, make out in duplicate a certified List of all the Money Orders issued in its own country for payment in the other, the advices of which, received from its inland offices, shall have been stamped as genuine during such week. One copy of each of these Lists shall be transmitted to the Superintendent of the Money-Order System at Washington, D. C., and the other to the Superintendent of the Money-Order Branch, Ottawa, Ontario.

3. The above mentioned weekly Lists when made out by the Canadian Exchange Offices shall conform to Model "C", and when made out by the United States Exchange Offices, to model "D", both models being hereto annexed.

4. The weekly lists, and also the entries therein shall be numbered consecutively throughout the fiscal year, beginning with number one on the first day of July, and ending with the last number included in the business of the year.

5. After the close of the quarter ending June 30th of each year, supplementary lists may be sent, if occasion requires, containing an entry of every order issued during that Quarter, the advice of which had not been previously certified.

6. Should it happen during any week that no advices of money orders have been received at an Exchange Office, a list must nevertheless be forwarded, but in such event, the words, "no business", must be written across the list.

7. Each Department or Administration shall promptly acknowledge to the other the receipt of every list received from any Exchange Office in the other country, and shall, as soon after its receipt as possible, give notice of any errors which it may discover therein.

ARTICLE 4.

In the exchange of money orders between the two countries, one dollar in Canadian money shall be taken as the equivalent of one dollar in United States money. This standard in either country shall be gold value.

ARTICLE 5.

1. A fee, to be fixed by the country of origin, shall be collected from the remitter upon each sum of money transmitted under this convention.

2. Each Administration shall communicate to the other the tariff or schedule of fees to be established by it under the provisions of this Article, and also any subsequent change therein.

3. The person entitled to the payment of a Money Order issued in pursuance of this Convention shall not be subjected under any pretext whatever to any commission or tax on account of the payment of such order.

4. Each Postal Administration shall keep the fee which it receives for orders issued within its jurisdiction, but shall pay to the other a commission of one-half of one per centum upon the total amount of such orders, and shall also refund to the Administration of the country of origin one-half of one per cent. on the amounts of all void orders and orders the repayment of which shall have been authorized.

ARTICLE 6.

1. Payment of a money order, in pursuance of this Convention, can be exacted only at the paying post office named upon the order, but not until after the receipt by that office of the advice required by Article 8 hereof. But the Chief Office in either country may, at its discretion, cause a money order to be paid at an office other than that named upon the advice. Lists of such changes shall be sent to the Chief Office in the other country at such periods as may be mutually agreed upon between the two Administrations.

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* The Exchange offices of Quebec, Kingston and Toronto, have been discontinued.

† Seattle, Wash., designated as Exchange Office on the part of the United States, in lieu of Portland, Oregon, which has been discontinued as Exchange Office.

These changes have been made subsequently to the execution of this Convention, by mutual agreement between the parties thereto.

2. Each of the two Administrations reserves the right to authorize the transfer, within its Territory by means of endorsement, of the ownership of orders originating in the Territory of the other.

ARTICLE 7.

1. The two Administrations shall designate, each for itself, the Post Offices which are authorized to issue and to pay money orders under the provisions of this Convention.

2. Each Administration shall furnish to the other before the first day of July, 1880, a list of the post offices within its jurisdiction authorized to issue and to pay such orders, and shall also promptly notify the other, in advance of any changes that may subsequently be made in said List.

3. In the United States' List shall be stated the County and State, and in the Canadian List, the Province and County, in which each money-order office is located.

ARTICLE 8.

1. A post office in either country, which issues a money order payable in the other, is required to transmit, by the first mail after the issue thereof, through the agency of one of the Exchange Offices in the country in which the order originated, to the post office charged with its payment, an advice corresponding in number, date, and amount to the order of which it forms a part.

2. Each advice must express legibly and in written characters the following, to wit:

(*a*) The name of the issuing office.

(*b*) The name of the office where payment is to be made and also of the State or Territory if payable in the United States, and if payable in the Dominion of Canada, of the Province where such office is located.

(*c*) The amount which is to be paid to the owner of the order in the country of destination.

(*d*) The sur-name and the given name or names or at least the initials of the latter, as well as the residence of the remitter and also of the payee. It will be sufficient however for the purpose to make use, in case of a business house, of its business designation, and in case of a corporation or other organization, of the name of the manager, or the authorized agent thereof.

3. Each advice from either country, if found correct, shall, in order to be valid, be stamped at one of the Exchange Offices of the country of origin, with the date of its receipt at said office, and with a special number corresponding to that upon the Lists described in Article 3 hereof.

4. The advices, after such stamping, shall be forwarded by the first mail after their receipt, in envelopes addressed to the postmaster of the office where payment is to be made. These envelopes shall be of a special form to be used for this purpose only.

5. The advices required by this Article shall, if issued in the Dominion of Canada, conform as nearly as practicable to model "A (1)", and if issued in the United States, to model "B (1)", both of which models are hereto annexed.

ARTICLE 9.

1. At the request of the paying office a lost or missent advice will be replaced without delay by a duplicate thereof, to be issued by or through the agency of the Exchange Office, which certified the original. The form of duplicate advice shall be prescribed by the Administration of the country in which the order originated, and such duplicate to be valid must bear the stamp of the Exchange Office.

2. Each application for a duplicate advice shall be made upon a blank conforming or analogous to model "E" hereto annexed, and must be forwarded to the Exchange Office in an envelope.

ARTICLE 10.

The orders drawn by each country upon the other shall be subject as regards payment to the regulations which govern the payment of domestic orders in the country on which they are drawn.

ARTICLE 11.

1. The money orders issued in pursuance of this Convention shall be valid during a period of twelve months after the date of their issue.

2. After the expiration of that period the advice of an unpaid order shall be returned to the Administration of the country of origin, and the amount thereof shall

3. At the close of every month, each of the two Administrations shall forward to the other a detailed statement of all the orders which shall have become invalid during such month under this Article.

ARTICLE 12.

Orders lost or destroyed may be replaced by duplicates, to be issued by the Administration of the country of payment.

ARTICLE 13.

1. An order, or a duplicate thereof, may be repaid to the remitter upon presentation at the issuing office, but only in case the corresponding advice is in the possession of the issuing postmaster. For this purpose, in case the advice has gone forward, it shall be returned by the paying to the issuing Administration upon the request of the latter.

2. The Administration of the country of origin will not therefore authorize repayment of lost, missent or destroyed orders until after the Administration of the country of destination shall have returned the advice, or shall have furnished a declaration that it has not paid the order and will not pay it if presented.

3. The amounts of orders, the repayment of which shall have been authorized, shall be credited to the Administration of the country of origin, and for this purpose the Administration of the country of destination shall cause to be made out and forwarded at the close of each fiscal quarter a detailed list of the advices of all orders originating in the other country, the repayment of which shall have been authorized during the quarter.

ARTICLE 14.

1. Within six weeks after the close of each fiscal quarter, two copies of an account shall be prepared similar to model "F", hereto annexed, and transmitted to the Post Office Department of the United States by the Post Office Department of the Dominion of Canada, exhibiting the balance found due on the exchange of money orders during the quarter, one copy of which, after proper verification and acknowledgment shall be returned to the Post Office Department of the Dominion of Canada. If this verified account shows a balance in favor of the Post Office Department of the Dominion of Canada, that of the United States will transmit with such verified copy of the quarterly account, a bill of exchange on Montreal, Canada, for the amount of said balance, payable to the Post Office Department of the Dominion of Canada. The latter will then send an acknowledgment of receipt to the Post Office Department of the United States. If on the other hand, said account, after verification and acknowledgment as aforesaid, shows a balance in favor of the Post Office Department of the United States then the Post Office Department of the Dominion of Canada will, upon receipt of the certified copy of the same, transmit to that of the United States a bill of exchange for the amount thereof on New York. The United States Post Office Department will then send in return an acknowledgment of receipt.

2. If pending the settlement of an account, one of the two Postal Administrations shall ascertain that it owes the other a balance exceeding Ten Thousand Dollars, the indebted Administration shall promptly remit the approximate amount of such balance to the credit of the other.

3. The expense attending the remittance of bills of exchange shall invariably be borne by the Post Office Department by which the payment is to be made.

4. Payments may also be made in money or by drafts or bills of exchange on points other than Montreal and New York, by mutual agreement between the two Departments.

ARTICLE 15.

The paid orders shall remain in the possession of the Administration which shall have paid them, but each of the two Administrations agrees to place, temporarily, at the disposal of the other, any paid order, the return of which shall have been requested.

ARTICLE 16.

The two Postal Administrations may, by mutual agreement, make modifications if found expedient, in matters of detail connected with the execution of the provisions for the present convention, in order to provide for greater security against fraud, or for the better working of the international system.

ARTICLE 17.

Each of the two Administrations is empowered under extraordinary circumstances, which may be of a nature to warrant the measure, to suspend temporarily the money order service between the two countries, provided however that notice of such suspension be given to the other Administration immediately, and if deemed necessary by means of the Telegraph.

ARTICLE 18.

The present Convention shall take effect on the first day of July, 1880, and shall remain in force until one year after one of the two contracting parties shall have notified the other of its intention to terminate it. During such final year the Convention shall continue to be fully and entirely executed, without prejudice to the adjustment and payment of the accounts after the expiration of the term in question.

Done in duplicate, and signed at Washington on the fourth day of June in the year of our Lord one thousand eight hundred and eighty, and at Ottawa, Canada, on the twenty-ninth day of May in the year of our Lord, one thousand eight hundred and eighty.

D. M. KEY,
Postmaster General of the United States.

[Seal of the Post Office Department of the United States.]

JOHN O'CONNOR,
Postmaster General of Canada.

[Seal of the Post Office Department of the Dominion of Canada.]

I hereby approve of the foregoing Convention, and in testimony thereof have caused the seal of the United States to be hereto affixed.

R. B. HAYES.

[Seal of the United States.]

By the President:
WM. M. EVARTS,
Secretary of State.

WASHINGTON, *June* 5, 1880.

THE UNITED KINGDOM OF GREAT BRITAIN AND IRELAND.

1879.

The Post Office Department of the United States of America and the General Post Office of the United Kingdom of Great Britain and Ireland being desirous of modifying the present system of exchange of Money Orders between the two countries, the undersigned, duly authorized for that purpose, have agreed upon the following articles:

ARTICLE 1.

There shall be a regular exchange of money orders between the two countries.

The maximum of each order is fixed at £10 sterling, when issued in the United Kingdom of Great Britain and Ireland, and when issued in the United States, at $50 in the money of the latter country.

No money order shall include a fractional part of a penny, or, of a cent.

ARTICLE 2.

The British Post Office shall have power to fix the rates of commission on all money orders issued in the United Kingdom, and the Post Office Department of the United States shall have the same power in regard to all money orders issued in the United States.

Each Office shall communicate to the other its tariff of charges, or rates of commission, which shall be established under this Convention, and these rates shall, in all cases, be payable in advance by the remitters, and shall not be repayable.

It is understood, moreover, that each Office is authorized to suspend, temporarily, the exchange of money orders in case the course of exchange, or any other circumstance should give rise to abuses, or, cause detriment to the postal revenue.

ARTICLE 3.

Each country shall keep the commission charged on all money orders within its jurisdiction, but shall pay to the other country ⅛ths.* of one per cent. on the amount of such orders.

ARTICLE 4.

The service of the Postal money-order system between the two countries, shall be performed exclusively by the agency of the Offices of Exchange. On the part of the United States the Office of Exchange shall be New York, and the part of the United Kingdom London.

Orders shall be drawn only on the authorized money-order offices of the respective countries; and each Postal Administration shall furnish to the other a List of such offices, and shall, from time to time, notify any addition to, or change in such list.

ARTICLE 5.

No money order shall be issued unless the applicant furnish the name and address of the person to whom the amount is to be paid, and his own name and address; or, the name of the firm, or company who are the remitters or payees, together with the addresses of each.

The money orders, issued in either country, shall be forwarded by the remitters to the payees, at their own expense.

ARTICLE 6.

The advices of all money orders issued upon the United Kingdom by the post offices in the United States shall be sent to the Office of Exchange at New York, where they shall be impressed with a dated stamp (Form "A") showing the amount to be paid in Sterling money, and transmitted, by the next mail, to the Chief Office at London, accompanied by a List, in duplicate, drawn upon the model of Form "B".

The advices, on their arrival in London, shall be compared with the entries in the List, and, afterwards dispatched to the paying offices.

In like manner the advices of money orders, drawn on the United States by postmasters in the United Kingdom, shall be sent to the Chief Office at London, shall there be impressed with a dated stamp (Form "A") showing the amount to be paid in United States money, and be dispatched accompanied by a List, in duplicate, (Form "C") to the Office of Exchange at New York, by the next mail.

The advices, on their receipt at New York, shall be compared with the entries in the List, and afterwards dispatched to the paying offices.

The advices of orders issued in the United States in the month of December, which may arrive at the Office of Exchange at New York in the earlier days of the following month, shall be entered on Lists supplementary to that of the last day of the month of December, and, in like manner, the advices of orders issued in the United Kingdom in the month of June, which may arrive at the Chief Office at London in the earlier days of the following month, shall be entered on Lists supplementary to that of the last day of the month of June.

Each Exchange Office shall certify its orders to the other in amounts designated in the denominations of the money both of the dispatching and receiving countries, at the rate of conversion established by Article 13 of this Convention. The amounts so converted, shall be checked at the receiving Office of Exchange.

ARTICLE 7.

The Lists, dispatched from each Office of Exchange, shall be numbered consecutively, commencing with No. 1, at the begining of the month of July in each year; and the entries in these Lists shall also have consecutive numbers.

Of each List dispatched a duplicate shall be sent, which duplicate, after being verified by the receiving Office of Exchange, shall be returned to the dispatching Office of Exchange.

Each Office of Exchange shall promptly communicate to the other the correction of any simple error, which it may discover in the verification of the Lists.

When the Lists shall show irregularities, which the receiving Office shall not be able to rectify, that Office shall apply for an explanation to the dispatching Office, and such explanation shall be afforded without delay.

Should any List fail to be received in due course, the dispatching Office, on receiving information to that effect, shall transmit, without delay, a duplicate of the List, duly certified as such.

*Subsequently changed to one-half of 1 per cent, by mutual agreement of the parties to this Convention.

ARTICLE 8.

Duplicate orders shall only be issued by the Postal Administration of the country, on which the original orders were drawn, and in conformity with the regulations established, or, to be established, in that country.

ARTICLE 9.

The orders issued by each country on the other, shall be subject, as regards payment, to the regulations which govern the payment of inland orders of the country, on which they were drawn.

The paid orders shall remain in the possession of the country of payment.

ARTICLE 10.

Repayment of orders to remitters shall not be made until an authorization for such repayment shall first have been obtained by the country of issue from the country where such orders are payable, and the amounts of the repaid orders shall be duly credited to the former country in the quarterly account (Article 12).

It is the province of each Postal Administration to determine the manner in which repayment to the remitters is to be made.

ARTICLE 11.

Orders which shall not have been paid within twelve calendar months from the month of issue, shall become void, and the sums received shall accrue to, and be at the disposal of the country of origin.

The British Office shall, therefore, enter to the credit of the United States, in the quarterly account, all money orders entered in the Lists received from the United States, which remain unpaid at the end of the period specified. (Article 12.)

On the other hand the Post Office Department of the United States shall, at the close of each month, transmit to the British Office, for entry in the quarterly account, a detailed statement of all orders, included in the Lists dispatched from the latter Office, which under this Article become void.

ARTICLE 12.

At the close of each quarter* an account shall be prepared at the Chief Office London, showing in detail the totals of the Lists, containing the particulars of orders issued in either country during the quarter, and the balance resulting from such transactions.

Three copies of this account shall be transmitted to the Post Office Department of the United States at Washington, and the balance, after proper verification, shall, if due by the Post Office Department of the United States, be paid at London, but, if due by the British Post Office, it shall be paid at New York, and always in the money of the country to which the payment is made.

If pending the settlement of an account, one of the two Postal Administrations shall ascertain that it owes the other a balance exceeding £1000 sterling, the indebted Administration shall promptly remit the approximate amount of such balance to the credit of the other.

This amount, and the letters which accompany such intermediate remittances, shall be in accordance with the forms "D", "E", "F", "G", and "H", annexed to this Convention.

ARTICLE 13.

Until the two Postal Administrations shall consent to an alteration, it is agreed that in all matters of account, relative to money orders, which shall result from the execution of the present Convention, the pound sterling of Great Britain shall be considered as equivalent to 4 dollars 87 cents of the money of the United States.

ARTICLE 14.

The Postal Administration in each country shall be authorized to adopt any additional rules, (if not repugnant to the foregoing), for the greater security against fraud, or, for the better working of the system generally.

All such additional rules, however, must be promptly communicated to the Post Office of the other country.

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*Subsequently changed from "quarter" to "month" by mutual agreement between the parties to [illegible]

ARTICLE 15.

This present Convention shall be substituted for, and shall take effect, in lieu of all previous conventions or arrangements relative to the exchange of money orders between the two countries, on the 1st day of April 1880, and shall continue in force until twelve months after either of the contracting parties shall have notified to the other its intention to terminate it.

Done in duplicate and signed in Washington on the 18th day of December in the year of our Lord, 1879, and in London on the 2nd day of December in the year of our Lord, 1879.

D. M. KEY,
Postmaster General of the United States.
[Seal of the Post-Office Department of the United States.]

JOHN MANNERS,
Postmaster General of the United Kingdom.
[Seal of the Post-Office Department of the United Kingdom.]

I hereby approve the foregoing amended Convention, and in testimony thereof I have caused the seal of the United States to be hereto affixed.

R. B. HAYES.

[Seal of the United States.] By the President:
WM. M. EVARTS,
Secretary of State.

DECEMBER 19TH, 1879.

THE GERMAN EMPIRE.

1879.

Convention between the Post Office Department of the United States of America and the Post Office Department of the German Empire concerning the exchange of post office money orders.

The undersigned, duly authorized for that purpose, have agreed, subject to ratification, upon the following convention, concerning the exchange of post office money orders.

Uebereinkommen zwischen der Postverwaltung der Vereinigten Staaten von Amerika und der Deutschen Reichs-Postverwaltung, betreffend den Austausch von Postanweisungen.

Nachstehendes Uebereinkommen, betreffend den Austausch von Postanweisungen, ist von den Unterzeichneten, welche zu diesem Zweck mit der erforderlichen Ermächtigung versehen sind, unter Vorbehalt der Ratifikation vereinbart worden.

ARTICLE 1.

1. There shall be a regular exchange of post office money orders between the United States of America and the German Empire.

2. The Postal Administration of each country shall have power to authorize such of its post offices, as it may deem expedient, to issue money orders payable in the other country, and to pay money orders received therefrom.

ARTIKEL 1.

1. Zwischen den Vereinigten Staaten von Amerika und Deutschland soll ein regelmässiger Austausch von Postanweisungen stattfinden.

2. Die Postverwaltung eines jeden Landes soll das Recht haben, zur Annahme von Postanweisungen nach dem andern Lande, sowie zur Auszahlung von den aus diesem Lande herrührenden Postanweisungen diejenigen ihrer Postanstalten zu ermächtigen, welche sie für diesem Zweck als geeignet erachtet.

ARTICLE 2.

1. It is hereby agreed that the basis of all payments for money orders, whether to or by the public, shall be gold coin, or other lawful money of equal value, but that each Postal Administration shall be at liberty to use, for the purpose, money

ARTIKEL 2.

1. Es wird hierdurch vereinbart, dass als Grundlage aller Zahlungen auf Postanweisungen, gleichviel ob es sich um Auszahlungen an das Publikum, oder um Einzahlungen Seitens desselben handelt, die Goldmünzen oder ein anderes gesetz-

value, if the same be a legal ten-
ovided account be taken of such
ice of value.

) money order shall exceed, for the
, the amount of fifty* dollars, if
n Germany, in favor of a payee in
ited States of America, or, of two
d and ten marks, if issued in the
States to be paid in Germany.
oresaid maximum amount of fifty
, and of two hundred and ten
hall be raised to one hundred dol-
l four hundred marks respectively,
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ited States of America is author-
r law, to assent to such an increase.

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to be made. For this purpose, the
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ARTICLE 3.

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ARTICLE 4.

ch of the two Administrations is
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money orders issued within its
rritory for payment in the other
r. This rate of commission, how-
nall not exceed one and one half
it in Germany for each twenty
with a minimum charge of forty
s, and one and one half per cent
United States for each ten dollars;
same fee charged for every twenty
or for every ten dollars, shall be

liches Geld von gleichem Werthe gelten. Indess soll jeder Postverwaltung frei stehen, für den obigen Zweck Geld von geringerem Werthe zu verwenden, wenn dasselbe gesetzliches Zahlungsmittel ist, vorausgesetzt, dass solchem Minderwerth Rechnung getragen wird.

2. Der Betrag einer in Deutschland zu Gunsten eines Empfängers in den Vereinigten Staaten von Amerika eingelieferten Postanweisung darf, Fünfzig* Dollars, und derjenige einer in den Vereinigten Staaten von Amerika zur Auszahlung in Deutschland eingelieferten Postanweisung Zweihundert und zehn Mark für jetzt nicht übersteigen. Die vorstehende Meistbeträge von Fünfzig Dollars und Zweihundert und zehn Mark sollen auf Hundert Dollars bz: auf Vierhundert Mark erhöht werden, sobald die Postverwaltung der Vereinigten Staaten von Amerika gesetzlich ermächtigt sein wird, einer solchen Erhöhung zuzustimmen.

3. Der Betrag einer jeden Postanweisung soll in der Währung des Landes ausgedrückt sein, in welchem die Auszahlung stattzufinden hat. Zu diesem Zwecke ist die Verwaltung des Aufgabegebiets ermächtigt, zu jeder Zeit das Umwandlungsverhältniss ihrer eigenen Währung in die Währung des Bestimmungslandes festzusetzen. Von dem nach Massgabe dieses Artikels festgesetzten Umwandlungsverhältniss, sowie von jeder Aenderung desselben wird die eine Verwaltung der anderen Verwaltung Mittheilung machen.

4. Der Postverwaltung eines jeden der vertragschliessenden Länder bleibt das Recht vorbehalten, die Uebertragung des Eigenthumsrechts an einer aus dem andern Lande herrührenden Postanweisung im Wege des Indossaments innerhalb ihres eigenen Gebiets zu gestatten.

ARTIKEL 3.

Dem Absender soll über die auf jede Postanweisung eingezahlte Summe eine Empfangsbescheinigung in der im Aufgabegebiet vorgeschriebenen Form unentgeltlich ausgehändigt werden.

ARTIKEL 4.

1. Jede der beiden Verwaltungen ist berechtigt, die Gebühren für die in ihrem eigenen Gebiet ausgestellten, zur Auszahlung in dem anderen Lande bestimmtem Postanweisungen festzusetzen. Diese Gebühr darf jedoch in Deutschland ein und ein halbes Procent für je zwanzig Mark bei einer Mindesttaxe von vierzig Pfennig, in den Vereinigten Staaten ein und ein halbes Procent für je zehn Dollars nicht übersteigen. Die für je zwanzig Mark oder für je zehn Dollars festgesetzte

quently changed to one hundred dollars if issued in Germany and to four hundred and
narks thirty-seven pfennigs if issued in the United States by mutual agreement of the
) this convention.

exacted for any fraction thereof. The two Administrations will communicate to each other the rates of commission established in accordance with this provision.

2. The rates of commission must always be paid in advance by the remitter, who shall not be entitled to receive repayment thereof. Neither the remitter nor the payee of a money order shall be subjected to any charge therefor, in addition to the commission collected in pursuance of this article, except when payment of a money order is made by a letter-carrier at the residence or place of business of the payee, in which case the latter may be required to pay a carrier's fee.

3. The Postal Administration, by which the money orders are issued, shall pay to the Postal Administration of the country of payment three-fourths* of one per cent on the total amount of such orders.

ARTICLE 5.

1. The form, to be used for post office money orders from Germany to the United States of America, shall be made of thick paper, and shall conform, in all respects, to the model, hereto annexed, marked "A." For post office money orders from the United States of America to Germany a form, made also of thick paper, and similar to the above mentioned model, shall be employed. On these latter forms, however, the English language shall be substituted for the German in the printed text.

2. The filling up, in writing, of these forms must be done by means of Arabic numerals and Roman letters, without any alteration or obliteration.

3. The money order must contain, in addition to the surname of the payee and his exact address, his given name, or at least, the initials of his given name or names, unless the payee be a firm, in which case, the ordinary designation of the firm will suffice. The place of destination must be accurately stated, so as to prevent any uncertainty in regard to it. On money orders issued in favor of residents of United States the name of the state and, if possible, of the county of the payee's residence must be stated in the address.

4. The coupon of the money order must contain the name and the address of the remitter, and the amount to be paid, as well as the date of its issue may be noted thereon. Any other memoranda are prohibited.

Gebühr soll für jede Theil dieser Summen erhoben werden. Die beiden Verwaltungen werden sich gegenseitig die nach Massgabe dieser Bestimmung festgesetzten Gebühren mittheilen.

2. Die Gebühren müssen stets vom Absender im Voraus bezahlt werden. Derselbe hat auf Rückzahlung dieser Gebühren keinerlei Anspruch. Weder der Absender, noch der Empfänger einer Postanweisung hat irgend eine Taxe, ausser der nach Massgabe dieses Artikels erhobenen Gebühr, zu zahlen. Nur wenn die Postanweisung durch einen Briefträger in der Wohnung oder in dem Geschäftslokal des Empfängers ausgezahlt wird, kann der Letztere zur Zahlung einer Bestellgebühr angehalten werden.

3. Die Postverwaltung des Aufgabegebiets soll der Postverwaltung des Auszahlungsgebiets drei Viertel* Procent der Gesammtsumme an ausgezahlten Postanweisungsbeträgen vergüten.

ARTIKEL 5.

1. Dazu Postanweisungen aus Deutschland nach den Vereinigten Staaten von Amerika zu verwendende Formular soll aus festem Papier hergestellt sein, und in jeder Beziehung dem beigefügten Muster "A" entsprechen. Zu Postanweisungen aus den Vereinigten Staaten von Amerika nach Deutschland soll ein gleichfalls aus festem Papier hergestelltes und dem vorerwähnten muster ähnliches Formular verwendet werden. Das letztere Formular wird jedoch anstatt des Vordrucks in deutscher Sprache einen solchen in Englischer Sprache enthalten.

2. Die handschriftliche Ausfüllung der Formulare muss mit arabischen Ziffern und mit lateinischen Schriftzeichen ohne Durchstreichungen oder Abänderungen bewirkt werden.

3. Die Postanweisung muss ausser dem Zunamen des Empfängers, und dessen vollständiger Addresse seinen Vornamen oder wenigstens die Anfangsbuchstaben seines oder seiner Vornamen enthalten, wofern nicht die Empfängerin eine Firma ist, in welchem Falle die gewöhnliche Bezeichnung der Firma genügt. Der Bestimmungsort muss so genau bezeichnet sein, dass ein Zweifel in dieser Beziehung nicht entstehen kann. Bei Postanweisungen an Bewohner der Vereinigten Staaten muss der Name des Staats und wenn möglich, auch des Kreises, in welchem per Wohnort des Empfängers liegt, in der Aufschrift angegeben sein.

4. Der Abschnitt der Postanweisung muss den Namen und die Adresse des Absenders enthalten; auf dem Abschnitt kann der auszuzahlende Betrag und der Tag der Einzahlung angegeben werden. Weitere Bemerkungen sind auf dem Abschnitt nicht zulässig.

* Subsequently changed to one-half (ein halb) of one per cent by mutual agreement of the parties to *this* convention.

ARTICLE 6.

The amounts of money orders, expressed in the currency of the country of payment, must not contain fractions of a pfennig or of a cent.

ARTIKEL 6.

Die in der Währung des Auszahlungsgebiets ausgestellten Postanweisungen dürfen Bruchtheile eines Pfennigs oder eines Cents nicht enthalten.

ARTICLE 7.

The Postal Money-Order Service between the two countries, shall be effected by the agency of two Offices of Exchange. On the part of Germany the Office of Exchange shall be Cologne, and on the part of the United States of America, New York.

ARTIKEL 7.

Der Postanweisungsverkehr zwischen den beiderseitigen Ländern soll durch zwei Auswechselungs-Postanstalten vermittelt werden. Zu solchem Auswechselungs-Postanstalten werden von Seiten Deutschlands Cöln, von Seiten der Vereinigten Staaten New York bestimmt.

ARTICLE 8.

1. Each Office of Exchange shall send, by every mail, to the corresponding Exchange Office, a certified List of the money orders issued in its own country, since the last previous transmission, for payment in the other.

2. The lists, by means of which the Exchange Office of Cologne transmits to that of New York, the money orders issued in Germany, shall follow the pattern "B", hereto annexed.

3. The lists, by means of which the Exchange Office of New York transmits to the Exchange Office of Cologne the money orders issued in the United States, shall be in conformity with the model "C", hereto annexed.

4. The lists despatched from each Office of Exchange, as well as the entries therein, shall be numbered consecutively, commencing with No. 1 at the beginning of each year. After the close of the quarter ending June 30th of each year, suplementary lists may be sent by either Office of Exchange, if occasion requires, containing an entry of every order issued during that quarter, which has not been previously certified, but the amount of such lists shall form a separate item in the account for the next quarter.

5. Before making up any list, the Office of Exchange shall ascertain whether the money orders, received for transmission, have been filled up in accordance with the regulations made in pursuance of this Convention and, especially, whether the conversion from one currency into the other has been correctly effected.

ARTIKEL 8.

1. Jede der beiden Auswechselungs-Postanstalten wird mit jeder Post der anderen Auswechselungs-Postanstalt ein gehörig vollzogenes Verzeichniss der in dem eigenen Gebiet seit der zuletzt erfolgten Absendung eines Verzeichnisses ausgestellten, zur Auszahlung in dem anderen Gebiet bestimmten Postanweisungen übersenden.

2. Die Verzeichnisse, mittels deren die Auswechselungs-Postanstalt in Cöln der Auswechselungs-Postanstalt in New York die in Deutschland ausgestellten Postanweisungen übersendet, sollen der Anlage "B" entsprechen.

3. Die Verzeichnisse, mittels deren die Auswechselungs-Postanstalt in New York der Auswechselungs-Postanstalt in Cöln die in den Vereinigten Staaten ausgestellten Postanweisungen übersendet, sollen dem Muster der Anlage "C" entsprechen.

4. Die von jeder der beiden Auswechselungs-Postanstalten abgesandten Verzeichnisse, sowohl als die darin enthaltenen Eintragungen, sollen fortlaufend numerirt werden und zwar vom Anfange jedes Jahres ab mit No. 1 beginnend. Nachdem Schlusse jedes mit dem 30. Juni ablaufenden Vierteljahrs können von beiden Auswechselungs-Postanstalten, soweit erforderlich, Ergänzungslisten abgefertigt werden, in welche solche aus dem bezeichneten Vierteljahre herrührende Postanweisungen, deren Ueberweisung noch nicht stattgefunden hat, einzutragen sind, jedoch soll der Betrag der derartigen Verzeichnisse in der Abrechnung über das nächste Vierteljahr besonders in Ansatz gebracht werden.

5. Vor Ausstellung eines Verzeichnisses haben die Auswechselungs-Postanstalten sich Gewissheit darüber zu verschaffen, dass die zur Absendung vorliegenden Postanweisungen nach Massgabe der in diesem Uebereinkommen getroffenen Bestimmungen ausgefüllt sind, und ins besondere, dass die Umwandlung aus der einen Währung in die andere richtig bewirkt ist.

6. Single lists shall be sent, in each case, from Cologne, but those from New York shall be in duplicate.

7. Should it happen, at the time of despatching any mail, that there are no money orders to be certified for payment, a list must nevertheless be sent in that mail. But in such event, the despatching Exchange Office will write across the list the words: "No money orders."

ARTICLE 9.

1. As soon as the lists of the despatching office shall have reached the receiving Office of Exchange, the latter shall verify the lists received, and if errors are found, will indicate them with red ink.

2. The Exchange Office of Cologne will place its mark of acceptance on the back of one of the duplicates received from New York, describe thereon, in detail, the errors, should any be discovered, and shall then return such duplicate to the Exchange Office of New York.

3. The Exchange Office of New York shall acknowledge each list, received from the Exchange Office of Cologne, by means of the first subsequent list forwarded to the latter office.

4. The stamp of the despatching and of the receiving Exchange Office shall be imprinted upon the back of each money order entered in the lists. The former office shall forward to the latter all money orders, received from its inland offices, to be disposed of in accordance with the regulations of the country of payment.

ARTICLE 10.

Each of the two Administrations shall have power, under extraordinary circumstances, which appear of a nature to warrant such a measure, to suspend temporarily the exchange of money orders in either direction or in both, provided, however, that notice of such suspension be given to the other Administration immediately, and, if deemed necessary, by means of the telegraph.

ARTICLE 11.

1. At the close of each quarter, or, at *the latest*, within six weeks after the *expiration* thereof, an account, in duplicate, *shall be* prepared and transmitted by the

6. Die Verzeichnisse werden von der Auswechselungs-Postanstalt in Cöln in einfacher Ausfertigung, von der Auswechselungs-Postanstalt in New York in doppelter Ausfertigung aufgestellt werden.

7. Sollten bei dem Abgange einer Post keine Postanweisungen zur Ueberweisung vorliegen, so wird nichtsdestoweniger ein Verzeichniss abgesandt werden. In solchem Falle wird indess die absendende Auswechselungs-Postanstalt in dem Verzeichniss die Worte niederschreiben: "No money orders."

ARTIKEL 9.

1. Sobald die Verzeichnisse der Absendungs-Auswechselungs-Postanstalt bei der Empfangs-Auswechselungs-Postanstalt eingegangen sind, wird diese Letztere dieselben prüfen, und wenn sich darin Unrichtigkeiten vorfinden sollten, diese mit rother Tinte ersichtlich machen.

2. Die Auswechselungs-Postanstalt in Cöln wird den Vermerk der Anerkennung auf die Rückseite einer der beiden von New York empfangenen Ausfertigungen setzen, und daselbst auch die etwa wahrgenommenen Unrichtigkeiten einzeln bezeichnen. Diese Ausfertigung des Verzeichnisses wird an die Auswechselungs-Postanstalt in New York zurückgesandt.

3. Die Auswechselungs-Postanstalt in New York wird den Empfang eines jeden Verzeichnisses von der Auswechselungs-Postanstalt in Cöln auf dem nächsten nach Cöln abzusendenden Verzeichniss anerkennen.

4. Die Absendungs-Auswechselungs-Postanstalt und die Empfangs-Auswechselungs-Postanstalt werden jede in den Verzeichnissen eingetragene Postanweisung auf der Rückseite mit dem Abdruck ihres Ankunftsstempels versehen. Die erstere Auswechselungs-Postanstalt wird der letzteren sämmtliche, von den Postanstalten des eigenen Gebiets ihr zugegangenen Postanweisungen übersenden. Für die weitere Behandlung derselben sind die im Auszahlungs-Gebiete bestehenden Bestimmungen massgebend.

ARTIKEL 10.

Jede der beiden Verwaltungen kann unter aussergewöhnlichen Verhältnissen welche geeignet sind eine derartige Massnahme zu rechtfertigen, den Austausch von Postanweisungen vorübergehend in einer oder in beiden Richtungen einstellen, jedoch unter der Bedingung, dass die andere Verwaltung davon unverzüglich, nöthigen Falls auf telegraphischem Wege, in Kenntniss gesetzt wird.

ARTIKEL 11.

1. Am Ende eines jedes Vierteljahrs und spätestens innerhalb sechs Wochen nach Ablauf desselben, wird eine Abrechnung in zweifacher Ausfertigung durch

ninistration of the German Em-
Postal Administration of the
tes. For this quarterly account
ll be used, in exact conformity
pattern, "D", hereto annexed.

ent shall be made in the money
ntry in favor of which the ac-
vs a balance, and, for the pur-
scertaining such balance, the
edit shall be converted into the
ey as that of the larger credit.

ccount shows a balance in fa-
e Post Office Department of
n Empire, the conversion shall
d at the average rate of ex-
New York during the quarter
he account appertains; but if
balance in favor of the Post
artment of the United States,
rsion shall be based upon the
ate of exchange at Hamburg
same period. The debtor ad-
on shall transmit within five
the expiration of each quarter,
l statement showing the rate
ge for every business day of
ter.

ld the quarterly account show
in favor of the Post Office De-
of the German Empire, that of
l States shall return a copy of
unt, after due examination and
n of the same, at the latest
urteen days after the receipt
nd shall transmit, at the same
ll of exchange, drawn on Berlin
rg, for the amount of said ac-
yable to the "General Post
Berlin. The Postal Adminis-
the German Empire shall then
cknowledgment of receipt to
Administration of the United
f, on the other hand, the quar-
unt shows a balance in favor of
l States Postal Administration,
will return a copy, after due
on and verification. At the
thin fourteen days after the re-
uch copy, the Post Office De-
of the German Empire shall
to that of the United States a
hange for the amount thereof,
New York, payable to the Post-
neral of the United States. The
ministration of the latter coun-
then send, in return, an ac-
ment of receipt.

die deutsche Reichs-Postverwaltung aufgestellt und der Postverwaltung der Vereinigten Staaten übersandt werden. Zu dieser vierteljährlichen Abrechnung soll ein dem anliegenden Muster "D" genau entsprechendes Formular verwendet werden.

2. Die Zahlungen sollen in der Währung desjenigen Landes geleistet werden, zu dessen Gunsten die Abrechnung ein Guthaben ergiebt. Zum Zwecke der Feststellung dieses Guthabens soll die geringere Forderung in dieselbe Währung umgewandelt werden, in welcher die grössere Forderung ausgedrückt ist.

Wenn die Abrechnung ein Guthaben zu Gunsten der Deutschen Reichs-Postverwaltung ergiebt, so soll die Umwandlung unter Zugrundelegung des mittleren Börsenkurses bewirkt werden, welcher in New York während desjenigen Vierteljahrs bestand, auf welches die Abrechnung sich bezieht; wenn dieselbe aber ein Guthaben zu Gunsten der Postverwaltung der Vereinigten Staaten ergiebt, so soll die Umwandlung nach Massgabe des mittleren Börsenkurses stattfinden, welcher während desselben Zeitraums in Hamburg bestand. Die sich als Schuldnerin ergebende Verwaltung soll innerhalb fünf Tage nach Ablauf eines jeden Vierteljahrs der anderen Verwaltung eine festgestellte Nachweisung übersenden, welche den Wechselkurs für jeden Börsentag des betreffenden Vierteljahrs ersehen lässt.

3. Wenn die vierteljährliche Abrechnung ein Guthaben zu Gunsten der Deutschen Reichs-Postverwaltung ergiebt, so soll die Postverwaltung der Vereinigten Staaten eine Ausfertigung der Abrechnung, nachdem die letztere zuvor ordnungsmässig geprüft und festgestellt worden ist, spätestens innerhalb vierzehn Tage nach dem Empfange derselben, zurücksenden. Gleichzeitig soll dieselbe einen Wechsel auf Berlin oder Hamburg übersenden, welcher auf den Betrag der betreffenden Abrechnung lautet, und an die General Postkasse in Berlin zahlbar ist. Die Deutsche Reichs-Postverwaltung wird alsdann der Postverwaltung der Vereinigten Staaten ein Empfangs-Anerkenntniss zustellen. Wenn, auf der anderen Seite, die Abrechnung ein Guthaben zu Gunsten der Postverwaltung der Vereinigten Staaten ergiebt, so wird dieselbe, nach ordnungsmässiger Prüfung und Feststellung der Abrechnung, eine Ausfertigung derselben zurücksenden. Spätestens innerhalb vierzehn Tage nach dem Empfang dieser Ausfertigung wird die Deutsche Reichs-Postverwaltung der Postverwaltung der Vereinigten Staaten einen auf den Betrag der Abrechnung lautenden Wechsel auf New York, zahlbar an den General-Postmeister der Vereinigten Staaten, übersenden. Die Postverwaltung der Vereinigten Staaten sendet alsdann eine Empfangsbescheinigung zurück.

4. If, pending the settlement of an account, one of the two Postal Administrations shall ascertain that it owes the other a balance exceeding five thousand dollars, or twenty-one thousand marks, the indebted Administration shall promptly remit the approximate amount of such balance to the credit of the other.

5. The expenses attending the remittance of bills of exchange shall invariably be borne by the Post Office Department, by which the payment is to be made.

6. If a bill of exchange in payment of the balance resulting from a quarterly account, is not transmitted within the period above stipulated, the amount of such balance is chargeable with interest, from the day after the expiration of said period until the day of the transmission of the bill of exchange. This interest is to be computed at the rate of five per cent per annum, and is to be placed to the debit of the dilatory Administration in the next quarterly account.

4. Wenn eine der beiden Verwaltungen vor Feststellung einer Abrechnung sich überzeugt, dass sie der anderen Verwaltung ein Guthaben von mehr als fünftausend Dollars oder von mehr als ein und zwanzig Tausend Mark schuldet, so soll die als Schuldnerin sich ergebende Verwaltung den annähernden Betrag dieses Guthabens ohne Verzug der anderen Verwaltung überweisen.

5. Die aus der Uebersendung der Wechsel entstehenden Kosten sollen stets von derjenigen Postverwaltung getragen werden, welche Zahlung zu leisten hat.

6. Wenn der Wechsel zur Bezahlung des aus einer vierteljährlichen Abrechnung herrührenden Guthabens nicht innerhalb des oben festgesetzten Zeitraums übersandt wird, so ist der Betrag dieses Guthabens vom Tage nach Ablauf des gedachten Zeitraums bis zum Tage der Übersendung des Wechsels zu verzinsen. Die Zinsen werden nach dem Satze von fünf Prozent auf das Jahr berechnet und der säumigen Verwaltung in der nächsten vierteljährlichen Abrechnung in Schuld gestellt.

ARTICLE 12.

In making payments on account, in pursuance of the provisions of Article 11 of this convention, the German Post Office Department will make use of a form corresponding to the model "E", and the Post Office Department of the United States will use one like the model "F". Both of these forms are hereto annexed.

ARTIKEL 12.

Zu den nach den Bestimmungen des Artikels 11 des gegenwärtigen Uebereinkommens zu leistenden Abschlagszahlungen wird sich die deutsche Reichs-Postverwaltung des Formulars "E", und die Postverwaltung der Vereinigten Staaten des Formulars "F" bedienen. Beide Formulare sind hier beigefügt.

ARTICLE 13.

1. Orders which cannot for any cause be paid to the person, for whom they are intended, shall become void, according to the regulations established in the country of destination, and the sums received therefor shall remain at the disposal of the Postal Administration of the country of origin, so that they may be repaid to the persons interested, or otherwise disposed of, according to the rules established by the laws or regulations of each country. The Postal Administration of Germany will therefore place, in the quarterly account, to the credit of the Postal Administration of the United States, all money orders, which are entered in the lists received from the United States, and which become void by reason of non-payment in Germany. A detailed statement of such orders shall furthermore be transmitted to the Post Office Department of the United States by the German Exchange Office at the close of each month. On the other hand, the Postal Administration of the United States shall, at the close of each month, promptly transmit to the German Exchange Office, for entry in the quarterly account, a detailed statement of all similar unpaid or-

ARTIKEL 13.

1. Diejenigen Postanweisungen, welche aus irgend einem Grunde dem Empfänger nicht ausgezahlt werden können, sollen nach Massgabe der in dem Bestimmungslande geltenden Vorschriften als unbestellbar angesehen werden, und die eingezahlten Beträge sollen zur Verfügung der Postverwaltung des Aufgabe-Postgebiets verbleiben, sei es zur Rückzahlung an den Absender, oder sei es zur anderweitigen Verfügung, je nach den in jedem der beiden Länder bestehenden Gesetzen oder sonstigen Bestimmungen. Die Deutsche Reichs-Postverwaltung wird daher, in der vierteljährliche Abrechnung als Forderung der Vereinigten Staaten alle diejenigen Postanweisungen aufnehmen, welche vermittelst der von den Vereinigten Staaten abgesandten Verzeichnisse in Deutschland eingegangen und wegen der nicht erfolgten Auszahlung daselbst unbestellbar geworden sind. Die deutsche Auswechselungs-Postanstalt wird ausserdem am Schlusse jedes Monats ein besonderes Verzeichniss solcher Postanweisungen an die Postverwaltung der Vereinigten Staaten absenden. Andererseits wird die Postverwaltung der Vereinigten Staaten am Schlusse eines jeden Mona

hich were originally certified in
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payment, whether of an original,
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by the country of issue, from the
y where such order is payable, and
ounts of the repaid orders shall be
edited to the former country, in
xt quarterly account. It is the
e of each Postal Administration to
ine the manner in which repay-
) the remitter is to be made.

ARTICLE 14.

ch Postal Administration hereby
to consider complaints respecting
tional postal orders, and to dis-
them in accordance with its regu-
, provided they are accompanied
atement from the payee, that the
t of the money order has not been
) him.

complaint from a remitter may, in
anner, be entertained, in case he
es satisfactory evidence that he
de due effort, without success, to
information from the payee re-
g the payment of an amount trans-
through the international money-
ystem.

ARTICLE 15.

he present Convention shall take
n the first day of April, 1880. On
ter that day the convention con-
on the 22d of July, 1871, between
stal Administration of the German
e and the Postal Administration of
ited States of America, shall termi-
d become void.

he period of time during which this
ation may be ratified shall not ex-
eyond the first day of January,

ach of the contracting parties re-
the right to abrogate this Conven-
welve months after having given

der deutschen Auswechslungs-Postanstalt zum Zwecke der Eintragung in die vierteljährliche Abrechnung ein besonderes Verzeichniss aller derjenigen, in gleicher Weise, unausbezahlt gebliebenen Postanweisungen pünktlich übersenden, welche ursprünglich in den von der letztgenannten Auswechslungs-Postanstalt aufgestellten Verzeichnissen eingetragen und nach Massgabe dieses Artikels unbestellbar geworden sind.

2. Die Rückzahlung, sei es auf Grund einer Postanweisung selbst, sei es auf Grund eines Doppels derselben, darf nicht früher an den Absender geschehen, als bis die Postverwaltung, in deren Gebiet die Einzahlung geschehen war, von der Postverwaltung, wo die Postanweisung zahlbar war, hierzu die Ermächtigung erhalten hat. Die an den Absender zurückgezahlten Beträge werden der auszahlenden Postverwaltung in der nächsten vierteljährlichen Abrechnung gut geschrieben. Es ist Sache jeder Postverwaltung, zu bestimmen, in welcher Weise die Zurückzahlung an den Absender geschehen soll.

ARTIKEL 14.

1. Die beiden Postverwaltungen sind darüber einverstanden, den Nachträgen wegen internationaler Postanweisungen Folge zu geben und dieselben nach Massgabe der in jedem Lade bestehenden Bestimmungen zu erledigen, vorausgesetzt, dass die Nachfrageschreiben von einer Erklärung des Empfängers begleitet sind, dass der Betrag der Postanweisung nicht an ihn zur Auszahlung gelangt sei.

2. Nachfragen der Absender können in gleicher Weise entgegengenommen werden, wenn der Absender glaubwürdig nachweist, dass er sich in gehöriger Weise, jedoch erfolglos, bemüht habe, bezüglich der Auszahlung eines durch das internationale Postanweisungs-Verfahren übermittelten Betrages Nachricht vom Empfänger zuerlangen.

ARTIKEL 15.

1. Das gegenwärtige Uebereinkommen soll am 1. April 1880 in Kraft treten. An und nach diesem Tage soll das unterm 22. Juli 1871 zwischen der deutschen Reichs-Postverwaltung und der Postverwaltung der Vereinigten Staaten von Amerika abgeschlossene Uebereinkommen seine Endschaft erreichen und ungültig werden.

2. Das gegenwärtige Uebereinkommen soll nicht später als am 1. Januar, 1880, ratificiert werden.

3. Jeder der vertragschliessenden Theile behält sich das Recht vor, dieses Uebereinkommen aufzuheben, nachdem derselbe

notice of its intention to that effect to the other.

Executed in duplicate and signed at Berlin the 9th October, 1879.

C. F. MACDONALD. W. GÜNTHER.

[Translation.]

BERLIN, W., 6. *December*, 1879.

Imperial German General Post Department:

The General Post Department has the honor to communicate hereby, very respectfully, to the Post Office Department, that the Convention, concluded at Berlin on the 9th of October, 1879, between the respective Representatives of the German Imperial Post Department and the Post Office Department of the United States of America, concerning the exchange of Postal Money Orders, has been duly approved by the proper authorities.

WIEBE.

POST OFFICE DEPARTMENT,
Washington.
38323.

dem andern 12 Monate zuvor von seiner hierauf bezüglichen Absicht Kenntniss gegeben hat.

Geschehen in doppelter Ausfertigung und unterzeichnet zu Berlin den 9. October, 1879.

C. F. MACDONALD. W. GÜNTHER.

BERLIN, W., 6 *December*, 1879.

Kaiserlich Deutsches General-Postamt:

Dem Post Office Department beehrt sich das General-Postamt ganz ergebenst mitzutheilen, dass das zwischen Vertretern der deutschen Reichspostverwaltung und der jenseitigen Postverwaltung unterm 9. October, 1879, zu Berlin abgeschlossene Uebereinkommen, betreffend den Austausch von Postanweisungen, diesseits an massgebender Stelle genehmigt worden ist.

WIEBE.

POST OFFICE DEPARTMENT,
Washington.
38323.

POST OFFICE DEPARTMENT,
UNITED STATES OF AMERICA,
Washington, D. C.

Having examined and considered the foregoing articles of a convention for the establishment of an exchange of post office money orders between the United States of America and the German Empire, which articles were agreed upon and executed in duplicate at Berlin on the 9th of October, A. D. 1879, by Mr. C. F. Macdonald, Superintendent of the Postal Money-Order System of the United States, and Special Commissioner, &c., &c., on behalf of this Department, and by Mr. W. Günther, Privy Councellor of the Post Department of the German Empire, on behalf of the latter Department, the same are by me hereby ratified and approved, by and with the advice and consent of the President of the United States.

In testimony whereof, I have caused the seal of the Post Office Department to be hereto affixed, with my signature this nineteenth day of December, A. D. one thousand eight hundred and seventy nine.

[Seal of the Post-Office Department of the United States.]

D. M. KEY,
Postmaster-General.

I hereby approve the foregoing convention, and in testimony thereof I have caused the seal of the United States to be hereto affixed.

[Seal of the United States.]

R. B. HAYES.

By the President:
WM. M. EVARTS,
Secretary of State.

WASHINGTON, D. C., *December 19th, 1879.*

SWITZERLAND

1881

ı concluded between the Post-
›partment of the United States
ca and the Postal Administra-
›witzerland, of the 18th October
November, 1881.

.ersigned have concluded the
convention for the exchange of
ers between the United States
ı and Switzerland, subject to
ıtion of proper authority, and
he Convention of the 12th Oc-
, and of the Article additional
the 23rd February, 1872.

ARTICLE 1.

›stablished between the United
merica and Switzerland a reg-
nge of postal orders. This ex-
›o be effected by the Exchange
ch each of the two Administra-
have designated for this pur-
which Exchange Offices shall
ı other by means of lists of or-
yment.

ARTICLE 2.

unt of the orders shall always
ed in the money of the country
ment is to be made.

ARTICLE 3.

.er payable in the United States
d the amount of fifty* dollars,
er payable in Switzerland shall
mount in francs equivalent to

.ons of a cent or of a centime,
›e introduced into the amount
r.

ARTICLE 4.

; of the amount of orders is to
in money of metallic value of
y of destination.
rment can also be effected in
ntry in paper money which is
der therein. In that event, ac-
ways to be taken of the differ-
ue, if there be any

ARTICLE 5.

›f the two Administrations is at
fix at any time the rate of con-
the amounts, payment of which
›de in the other country.
wo Administrations will com-
to each other the rate of ex-

Convention conclue entre le Département des postes des États-Unis d'Amérique et l'Administration des postes suisses, le 18 Octobre et 30 Novembre 1881.

Les soussignés ont conclu la convention suivante pour l'échange des mandats-poste entre les États-Unis d'Amérique et la Suisse, convention qui sera soumise à la ratification de l'autorité supérieure compétente, et qui remplacera celle du 12 Octobre 1867, et l'article additionnel à cette dernière convention du 23 Février 1872.

ARTICLE 1.

Il est créé, entre les États-Unis d'Amérique et la Suisse, un échange régulier de mandats-poste. Cet échange s'effectue par l'entremise des bureaux d'échange que chacune des deux Administrations désigne à cet effet, et ces bureaux s'avisent réciproquement au moyen de listes, des mandats à payer.

ARTICLE 2.

Le montant des mandats est toujours exprimé dans la monnaie du pays où doit s'effectuer le paiement.

ARTICLE 3.

1. Aucun mandat payable aux Etats-Unis ne peut excéder le montant de cinquante dollars,* et aucun mandat payable en Suisse ne peut dépasser le montant équivalent en francs à cette somme.

2. Les fractions de cent, ou de centime ne sont pas admises dans l'expression du montant d'un mandat.

ARTICLE 4.

Le paiement du montant des mandats s'effectue dans la monnaie métallique du pays de destination. Ce paiement peut aussi avoir lieu, dans chacun des deux pays, en papier monnaie ayant cours légal dans le pays respectif. Dans ce cas, on doit toujours tenir compte de la différence des cours, s'il y a lieu.

ARTICLE 5.

1. Chacune des deux Administrations a la faculté de fixer en tout temps le taux de versement des montants dont le paiement doit s'effectuer dans l'autre pays.

2. Les deux Administrations se communiquent réciproquement le taux de verse-

ntly changed by mutual agreement of the parties to this convention to one hundred

change or of conversion fixed by them, as well as the changes which they may make therein.

ARTICLE 6.

1. Each of the two Administrations shall fix the fees charged upon orders issued in its own country and payable in the other.

2. They will communicate to each other the fees which they shall have established and the changes which they may subsequently make therein.

ARTICLE 7.

The Postal Administration by which the money orders are issued shall credit the Administration of the country of payment with the total amount of the orders which it has certified to the latter, in addition to three-fourths* of one per cent on the difference between the total amount of the orders certified and the amount of void and repaid orders.

ARTICLE 8.

1. The sums converted into postal orders are guaranteed to the remitters until they shall have been regularly paid to the payees or to the representatives of the latter, or shall have been refunded to the said remitters.

2. The sums received by each administration in exchange for postal orders, the amounts of which shall not have been claimed by the persons entitled to payment before the expiration of the periods fixed by the laws or the regulations of the country of origin, become the absolute property of the Administration which has issued the orders.

ARTICLE 9.

At the end of each quarter the Swiss Postal Administration shall prepare an account comprising all sums paid by the Offices of the two countries, and the credits to be given under each head in conformity with article 7 above mentioned, as well as a statement of the orders refunded by each Administration.

ARTICLE 10.

1. The Postal Administration of the United States shall examine this account, correct it, if necessary, and if it is found to be the debtor, shall transmit the balance due within fifteen days, at the latest, after its receipt to the Administration of the Swiss Posts.

If the account shows a balance to the credit of the Administration of the United

ment qu'elles ont fixé, aussi bien que les changements, qu'elles pourront y apporter.

ARTICLE 6.

1. Chacune des deux Administrations fixe les droits à prélever sur les mandats de poste émis dans son propre pays et payables dans l'autre pays.

2. Elles se communiquent réciproquement les droits qu'elles ont fixés et les changements qu'elles pourraient y introduire ultérieurement.

ARTICLE 7.

L'Administration des postes par laquelle les mandats ont été émis, crédit l'Administration du pays de paiement du montant total des mandats qu'elle a facturés à l'autre, plus le trois-quart* pour cent sur la différence entre le montant total des mandats facturés et le montant des mandats nuls ou restitués.

ARTICLE 8.

1. Les montants convertis en mandats-poste sont garantis aux déposants jusqu'au moment où ils auront été régulièrement payés aux bénéficiaires, aux mandataires de ceux-ci, ou bien remboursés aux dits déposants.

2. Les sommes encaissées par chacune des deux administrations en échange des mandats-poste dont le montant n'a pas été réclamé par les ayants-droit, dans les délais fixés par les lois et règlements du pays d'origine, deviennent la propriété absolue de l'Administration qui en a émis les mandats.

ARTICLE 9.

A la fin de chaque trimestre, l'Administration des postes suisses dresse un compte comprenant toutes les sommes payées par les bureaux des deux pays, les bonifications à effectuer de leur chef conformément à l'article 7 sus-mentionné, de même que l'état des mandats remboursés par chaque Administration.

ARTICLE 10.

1. L'Administration des postes des États-Unis examine ce compte, le rectifie s'il y a lieu, et si elle se trouve être débitrice, transmet le solde dû, dans le délai de quinze jours au plus tard après la réception du compte, à l'Administration des postes suisses.

Si le compte présente un solde en faveur de l'Administration des États-Unis

*Subsequently changed to one-half of one per cent by mutual agreement of the parties to the *Convention*.

States of America the Postal Administration of Switzerland shall transmit the amount thereof to the former within fifteen days at the latest after receipt of notice of acceptance or of correction of the account.

2. The balance must always be paid in the money of metallic value of the country to which it is found due, by means of a bill of exchange on Basle, or on New York as the case may be.

3. The expenses which may result from the payment of balances, must always be borne by the Administration by which payment is made.

ARTICLE 11.

1. To ascertain the amount to be paid, the smaller credit is to be converted into the money of the country which has the larger credit, and is to be deducted from the latter credit. This conversion is to be effected according to the average rate of exchange at New York, during the quarter to which the account pertains, if the balance is to the credit of Switzerland, and according to the average rate of exchange at Berne, during such quarter if the balance is to the credit of the Postal Administration of the United States.

2. The Administration which is to make payment shall transmit to the other Administration within five days, at the latest, after the expiration of the quarter a certified statement of the rate of exchange for every business day of the quarter.

ARTICLE 12.

Whenever, during the course of a quarter, it is found that the amount of orders drawn upon either of the two Administrations exceeds by five thousand dollars, or twenty-five thousand francs the amount of orders drawn upon the other Administration, the latter shall send to the former, the proximate amount of the ascertained difference, in a round sum, as a payment on account, by means of bills of exchange under the conditions prescribed in Article 10.

ARTICLE 13.

1. The form and the conditions of issue of postal orders in each country are subject to the regulations in force in the country of origin.

2. The form as well as the conditions for payment of postal orders, including those relating to the suspension of payment, the renewing of orders, the issue of duplicates, and other matters concerning payment are subject to the regulations in force in the country of destination.

l'Amérique l'Administration des postes suisses en transmet le montant à la première dans le délai de quinze jours au plus tard, après réception de l'avis d'acceptation, soit de rectification du compte.

2. Le solde doit toujours être payé dans la monnaie métallique du pays au profit duquel il ressort, au moyen d'une lettre de change sur Bâle ou sur New-York, suivant le cas.

3. Les frais qui peuvent résulter du paiement des soldes sont toujours supportées par l'Administration qui effectue le paiement.

ARTICLE 11.

1. Pour déterminer le montant à payer, le crédit le moins élevé est converti dans la monnaie du pays qui présente l'avoir le plus élevé, et est déduit de ce dernier. Cette conversion s'effectue d'après la moyenne du cours du change à New York, pendant le trimestre auquel appartient le compte, si le solde est au crédit de la Suisse, et d'après la moyenne du cours du change à Berne pendant le dit trimestre, s'il est au crédit de l'Administration des postes des Etats-Unis.

2. L'administration qui doit effectuer le paiement transmet à l'autre Administration, dans le délai de cinq jours au plus tard après l'expiration du trimestre, état certifié du cours du change de chaque jour ouvrable du trimestre.

ARTICLE 12.

Lorsque, dans le courant d'un trimestre, il est constaté que le montant des mandats tirés sur l'une des deux Administrations excède de cinq mille dollars ou vingt-cinq mille francs le montant des mandats tirés sur l'autre Administration, cette dernière envoie à la première le montant approximatif de la différence constatée, en somme ronde, à titre de paiement à compte, au moyen d'une lettre de change et aux conditions prévues par l'article 10.

ARTICLE 13.

1. Le mode et les conditions de l'émission des mandats-poste dans chacun des deux pays, sont soumis aux dispositions en vigueur dans le pays expéditeur.

2. Le mode, aussi bien que les conditions de paiement des mandats-poste, y compris celles se rapportant à la suspension du paiement, le renouvellement des mandats, l'émission de duplicata, et les autres formalités ayant trait au paiement, sont soumis aux dispositions en vigueur dans le pays de destination.

ARTICLE 14.

1. Each Administration is authorized to suspend temporarily the interchange of postal orders, whenever the course of exchange, or any other circumstance may give rise to abuses, or cause detriment to the revenues.

2. Notice of action of this nature must be communicated immediately to the other Administration, and, if deemed necessary by means of the telegraph.

ARTICLE 15.

The Postal Administrations of the two countries shall have power, by mutual agreement, to arrange detailed regulations for the execution of the present Convention, and to modify them, at any time, according to the requirements of the service.

ARTICLE 16.

1. The present Convention shall take effect on the first day of January 1882. It shall remain in force until the expiration of a period of one year after the date upon which one of the two contracting Administrations shall have notified the other of its intention to terminate it.

2. When the present Convention takes effect that of the 12th of October 1867, above mentioned, as well as the Article of the 23d of February 1872, supplementary thereto shall be abrogated.

Executed in duplicate and signed at Berne on the eighteenth day of October in the year of our Lord one thousand eight hundred and eighty one, and at Washington, on the thirtieth day of November in the year of our Lord one thousand eight hundred and eighty one.

(Sig) FRANK HATTON,
Acting Postmaster General of the United States.

[Seal of the Post Office Department of the United States.]

ARTICLE 14.

1. Chacune des deux Administrations est autorisée à suspendre temporairement le service d'échange des mandats-poste, toutes les fois que le cours de change ou d'autres circonstances pourraient donner lieu à des abus ou porter préjudice aux recettes.

2. Avis de toute mesure de cette nature sera immédiatement donné à l'autre Administration, au besoin par voie télégraphique.

ARTICLE 15.

Les Administrations des postes des deux pays sont compétentes pour arrêter d'un commun accord les dispositions de détail nécessaires à l'exécution de la présente Convention, et de les modifier en tout temps, selon les exigences du service, moyennant entente réciproque.

ARTICLE 16.

1. La présente convention sera mise à exécution le premier Janvier 1882. Elle restera en vigueur jusqu'à l'expiration d'une année à compter du jour auquel l'une des deux Administrations aura notifié à l'autre son intention de faire cesser ses effets.

2. Seront abrogés dès le jour de la mise à exécution de la présente convention, celle du 12 Octobre 1867, de même que l'article additionnel du 23 Février 1872.

Fait en double expédition et signé à Berne le dix-huit Octobre mil huit cent quatre-vingt-un, et à Washington le trente Novembre mil huit cent quatre-vingt-un.

Le Directeur général des postes Suisses
(Sig) ED. HÖHN.

Ratifié la présente convention, conformément à l'autorisation du Conseil fédéral, du 1. Novembre 1881.

Berne, le 4 Novembre 1881.

Le Conseiller fédéral, Chef du Département des Postes et Chemins de fer.
(Sig) BAVIER.

I hereby approve the foregoing Convention, and in testimony thereof I have caused the seal of the United States to be hereto affixed.

(Sig) CHESTER A. ARTHUR.

[Seal of the United States.]

By the President.

(Sig.) JAMES G. BLAINE,
Secretary of State.

WASHINGTON, *December 2nd*, 1881.

Regulations of Detail, Forms, and Order for the execution of the Convention for the exchange of Postal Money Orders between the United States and Switzerland, concluded October 18, and November 30, 1881.

Detailed regulations, for the execution of the Convention concluded between the Postal Administration of the United States of America, and that of Switzerland, concerning the exchange of postal orders of the 18th of October and 30th of November 1881.

In pursuance of the terms of Article 15 of the Convention of the 18th of October and 30th of November, 1881, concerning the exchange of postal orders, and in lieu of the Regulation of the 2nd and 26th July 1869 and of the provisions supplementary thereto of the 23rd of February 1872, the undersigned have agreed upon the following rules of action:

ARTICLE 1.

In conformity with Article 1 of the Convention, the money-order office at Basle is designated as the Exchange Office on the part of Switzerland, and the international money-order office at New York, as the Exchange Office on the part of the United States.

ARTICLE 2.

For the lists by means of which the Exchange Offices are, in accordance with Article 1 of the Convention, to notify each other of the orders to be paid, the money-order office at Basle shall make use of form "A" hereto annexed, and the international money-order office at New York, of the form "B" hereto annexed.

ARTICLE 3.

1. The lists are to be filled out in accordance with their printed headings with copying ink, which is also to be used in completing the letter of transmittal upon the first page thereof, and they are to be transmitted in duplicate by each outgoing mail, that is to say, by all mails fixed by schedule which are conveyed between the offices of Basle and of New York. Should it happen, at the time of dispatching any mail that there are no money-orders to be certified for payment, a list must nevertheless be sent in that mail. But in such event the dispatching Exchange Office will write across the list, the words: "No money-orders."

2. The list shall bear consecutive numbers, commencing with the calendar year and ending with it.

3. The orders inscribed in the lists shall also be consecutively numbered, the series of numbers to commence with each month

Règlement de détail et d'ordre pour l'exécution de la convention conclue entre l'Administration des postes des États Unis d'Amérique et celle de la Suisse, concernant l'échange de mandats-poste, du 18 Octobre et 30 Novembre 1881.

En exécution des dispositions de l'article 15 de la convention du 18 Octobre et 30 Novembre 1881, sur l'échange des mandats-poste, et en remplacement du règlement des 2 et 26 Juillet 1869, et des dispositions supplémentaires du 23 Février 1872, les soussignés sont convenus des mesures d'exécution suivantes:

ARTICLE 1er.

Conformément à l'article 1er de la Convention, le bureau des mandats de Bâle est désigné comme bureau d'échange de la part de la Suisse, et le bureau international des mandats de New York, comme bureau d'échange pour les États-Unis.

ARTICLE 2.

Pour les listes au moyen desquelles les bureaux d'échange ont, à teneur de l'article 1er de la Convention, à se communiquer réciproquement les mandats à payer, le bureau des mandats de Bâle se sert du formulaire "A" ci-annexé, et le bureau international des mandats de New York, du formulaire "B" également ci-annexé.

ARTICLE 3.

1. Les listes sont remplies conformément aux indications imprimées, au moyen d'encre à copier, dont on se servira également pour compléter la lettre de transmission qui se trouve à la première page, et elles sont transmises en duplicata par chaque dépêche partante, c'est-à-dire, par toutes les dépêches qui sont échangées entre les bureaux de Bâle et de New York, conformément au tableau y relatif. S'il arrive qu'au moment d'expédier une dépêche il n'y a pas de mandat poste à aviser pour paiement, la liste n'en est pas moins envoyée par cette dépêche. Dans ce cas, toutefois, l'office d'échange expéditeur écrit en travers de la liste, ces mots: "No money-orders." (Point de mandats-poste.)

2. Les listes portent des numéros d'ordre consécutifs, commençant avec l'année ordinaire et finissant avec elle.

3. Les mandats inscrits sur les listes sont numérotés consécutivement, les séries de numéros commençant chaque mois de

on the part of Switzerland, and with each calendar year on the part of the United States.

4. The orders issued in the United States during the Quarter ending June 30th of each year, which may arrive at the Office of Exchange at New York in the following quarter, shall be entered on lists supplementary to the last list of the month of June, and, in like manner, the orders issued in Switzerland during the quarter ending June 30th of each year which may arrive at the Exchange Office of Basle in the following quarter shall be entered on lists supplementary to the last list of the month of June.

ARTICLE 4.

Each list is to be carefully examined by the receiving office, and, if the latter finds that it contains manifest errors it will correct them with red ink. That office will then fill up the columns intended for its use and return one of the copies of the list to the sending office. In the letter of transmittal of the next list which it has to send, the receiving office above mentioned will acknowledge the receipt of the list in question to the office which sent it. The corrections made are always to be mentioned with explanations at the end of the letter of transmittal.

ARTICLE 5.

When the list contains errors or irregularities which can not be corrected without consultation with the Exchange Office of the country of origin, the Exchange office of the country of destination shall request explanations from the sending Exchange Office at the same time that it acknowledges the receipt of the list. The explanations requested are to be furnished as promptly as possible. Meantime the payment of orders in regard to which errors have been discovered is to be suspended.

ARTICLE 6.

If it appears from the number of the list received that the preceding list has failed to arrive, the receiving office shall apply for such list by the first mail. The sending office, as soon as it is informed of the matter shall send forthwith a duplicate of the missing list.

ARTICLE 7.

For the orders entered in the lists, the two Exchange Offices shall issue inland postal orders in accordance with the regulations in force in the premises in the country of destination, and with the provisions of Article 13 of the Convention.

la part de la Suisse, et chaque année ordinaire de la part des États Unis.

4. Les mandats émis dans les Etats Unis pendant le trimestre expirant au 30 Juin de chaque année, et qui parviennent au bureau d'échange de New-York dans le courant du trimestre suivant, sont compris dans des listes supplémentaires de la dernière liste du mois de Juin, de même, les mandats consignés en Suisse pendant le trimestre expirant le 30 Juin de chaque année, qui parviennent au bureau d'échange de Bâle dans le courant du trimestre suivant, sont compris dans des listes supplémentaires à la dernière liste du mois de Juin.

ARTICLE 4.

Chaque liste est vérifiée soigneusement par l'office réceptionnaire, et si ce dernier y constate des erreurs manifestes, il les corrige à l'encre rouge. Cet office remplit en suite les colonnes à lui réservées, et renvoie l'un des exemplaires de la liste au bureau expéditeur. Dans la lettre de transmission de la prochaine liste qu'il a à expédier le bureau réceptionnaire susmentionné accuse réception de la liste en question au bureau qui l'a expédiée. Les corrections faites doivent toujours être mentionnées avec explications à la fin de la lettre de transmission.

ARTICLE 5.

Lorsqu'une liste contient des erreurs ou irrégularités qui ne peuvent être corrigées sans que le bureau d'échange du pays de destination ait consulté le bureau d'échange du pays d'origine, ce premier reclame les renseignements nécessaires du bureau d'échange expéditeur, en même temps qu'il accuse réception de la liste respective. Les renseignements demandés doivent être fournis aussi promptement que possible. En attendant, le paiement des mandats, au sujet desquels des erreurs ont été relevées, est suspendu.

ARTICLE 6.

S'il resulte du numéro d'une liste reçue que la liste précédente n'est pas parvenue, le bureau receptionnaire réclame cette liste par premier courrier. Le bureau expéditeur, dès qu'il a reçu avis du cas, envoie de suite un duplicata de la liste manquante.

ARTICLE 7.

Pour les mandats portés sur les listes, les deux bureaux d'échange établissent des mandats-poste internes, qui sont régis par les dispositions en vigueur dans le pays de destination, et par celles de l'article 13 de la convention.

ARTICLE 8.

1. For the quarterly account provided for by Article 9 of the Convention the Swiss Postal Administration shall make use of the form "C" hereto annexed.

2. This account is to be made out upon the basis of the lists accepted or corrected by the receiving Offices of Exchange. It is always to be prepared promptly, and transmitted to the Postal Administration of the United States as soon as all the lists from the international money-order office of New York bearing the date of the quarter to which it pertains shall have reached the money-order office of Basle, and all the duplicates of the lists of the same quarter dispatched by the latter office, shall have been returned to it from New York. If it be possible, this account is to be transmitted by the Swiss Postal Administration, to that of the United States at the latest within six weeks after the close of the quarter.

ARTICLE 8.

1. Pour le compte trimestriel prévu par l'article 9 de la convention, l'Administration des postes suisses se sert du formulaire "C" ci-annexé.

2. Ce compte est établi, sur la base des listes acceptées soit rectifiés par les bureaux d'échange réceptionnaires, le plus promptement possible, et transmis à l'Administration des États-Unis aussitôt que toutes les listes du bureau international des mandats à New-York, portant la date du trimestre en cause, sont parvenues au bureau des mandats de Bâle, et que tous les duplicata des listes du même trimestre expédiés par ce dernier bureau lui ont été renvoyés de New York. Autant que possible, ce compte est expédié par l'Administration des postes suisses à celle des États-Unis, au plus tard dans les six semaines qui suivent l'expiration du trimestre.

ARTICLE 9.

1. The Postal Administration of the country of origin shall be duly notified of all orders which shall not have been paid to the respective payees in the country of destination, within one year after the date of the receipt of the list, and, after an agreement shall have been reached in regard to these orders they shall be entered in the quarterly accounts, in order that the amounts thereof may be restored to the remitters in conformity with Article 9 of the Convention.

2. In like manner, there shall be embraced in this account, postal orders, application for repayment of which has been made to, and permission therefor received from, the country of destination in conformity with Article 9 of the Convention.

ARTICLE 9.

1. L'Administration des postes du pays d'origine est dûment avisée de tous les mandats qui n'ont pas été payés à leur bénéficiaire, dans le pays de destination, dans le délai d'un an à partir du jour de la réception de la liste.. Après que les deux Administrations se sont mises d'accord à leur égard, ces mandats sont compris dans les comptes trimestriels, afin que leur montant soit restitué à leur expéditeur, conformément à ce que prescrit l'article 9 de la convention.

2. De même, on comprend dans ce compte les mandats dont la restitution a été réclamée et autorisée par le pays de destination, conformément à ce que prescrit l'article 9 de la convention.

ARTICLE 10.

1. The quarterly account is always to be transmitted in triplicate to the Postal Administration of the United States. If this account shows a balance in favor of the Swiss Postal Administration two copies shall be returned to the latter, bearing an acknowledgment of the acceptance of the balance. In case the balance is in favor of the Postal Administration of the United States, the latter will retain two copies, and send back but one.

2. When the balance found to be due the Swiss Postal Administration shall have been paid, the latter will affix its acknowledgment of receipt to one of the two copies, which have been returned to it, and will send it back as a voucher to the Postal Administration of the United States of America.

ARTICLE 10.

1. Le compte trimestriel doit toujours être transmis en triple expédition à l'Administration des postes des Etats-Unis. Si ce compte présente un solde en faveur de l'Administration des postes suisses, il en est renvoyé à celle-ci deux expéditions munies de l'acceptation du résultat. Dans le cas où le solde est en faveur de l'Administration des postes des Etats Unis, celle-ci retient deux expéditions et n'en renvoie qu'une seule.

2. Lorsque le solde dû à l'Administration des postes suisses a été payé, celle-ci appose son accusé de réception sur l'une des deux expéditions qui lui ont été renvoyées et la renvoie à titre de quittance à l'Administration des postes des Etats-Unis d'Amérique.

3. In case the balance is in favor of the latter, it will, on receipt of the amount of such balance, affix its acknowledgement of receipt to one of the two copies of the account, which it has retained, and will transmit the same, as a voucher, to the Swiss Office.

ARTICLE 11.

Payments of balances and payments on account made in pursuance of Articles 10 and 12 of the Convention, are to be effected by means of bills of exchange, which, when the balance is in favor of the Swiss Postal Administration, are to be drawn on Basle, payable to the Director General of Posts at Berne. When the balance is to the credit of the Postal Administration of the United States, the bills of exchange are to be drawn upon New York, payable to the Postmaster General at Washington.

ARTICLE 12.

1. For the purpose of balancing the quarterly account the conversion of one money into the other shall be made in compliance with the terms of Article 11 of the Convention. To that end the debtor Administration shall forward to the creditor Administration a certified tabular statement of the rates of exchange at Berne or at New York, as the case may be, quoted each business day during the preceding quarter.

2. For the said "Tabular Statement" the Swiss Office will use form "D" hereunto annexed, entering thereon the quotations of Bid and Asked made at Berne for "sight" exchange on New York as published by the "Union of Bernese Banks." The Office of the United States of America will use form "E" hereunto annexed, stating thereon the lowest and highest quotations made at New York for "sight" exchange on Switzerland and published by the "New York Journal of Commerce."

3. The average rate for the quarter shall then be established and serve as basis for the conversion of the smaller sum into money of the other Administration by dividing the totals of the columns headed "Bid" and "Asked" and the totals of the colums headed "Lowest" and "Highest" by the number of quotations; the two averages thus obtained are then to be added and the half of this sum shall represent the average rate for the quarter.

ARTICLE 13.

The Swiss Postal Administration undertakes to serve as intermediary for the exchange of postal orders from the United States to be paid in any European Country with which that Administration maintains an exchange of Postal orders, and

3. Dans le cas où le solde est en faveur de cette dernière, elle joint, dès qu'elle a reçu le montant que comporte ce solde, son accusé de réception à l'une des deux expéditions du compte qu'elle a retenues, et la transmet, comme quittance, à l'Administration Suisse.

ARTICLE 11.

Les paiements de soldes et d'acomptes prévus par les articles 10 et 12 de la Convention, sont effectués au moyen de lettres de change qui, lorsque le solde est en faveur de l'Administration des postes suisses, sont tirées sur Bâle payables au Directeur Général des postes à Berne. Lorsque le solde est au crédit de l'Administration des postes des Etats-Unis, les lettres de change sont tirées sur New York, payables au Maître Général des postes à Washington.

ARTICLE 12.

1. Pour obtenir le solde du compte trimestriel, la conversion d'une monnaie dans l'autre se fait conformément aux dispositions de l'article 11 de la Convention. A cet effet l'administration débitrice transmet à l'administration créditrice un état tabulaire certifié des cours du change à Berne ou à New York, suivant le cas, cotés pendant tous les jours ouvrables du trimestre précédant.

2. Pour le dit "état tabulaire" l'office de Suisse se servira de la formule "D," ci-jointe, en y inscrivant les cotes à vue, offre et demande, faites à Berne pour New-York et publiées par "l'Union des banques bernoises." L'office des États Unis d'Amérique utilisera la formule "E" ci-annexée, en y exposant les cotes à vue, offre et demande, faites à New York pour la Suisse, et publiées par "The New York Journal of Commerce."

On établira le cours moyen du trimestre qui servira de base pour la conversion de la somme moins élevée dans la monnaie de l'autre Administration, en divisant le total, tant des offres que des demandes par le nombre des annotations; en suite on additionnera les deux moyennes obtenues et on prendra la moitié du total, qui représentera ainsi le cours moyen du trimestre.

ARTICLE 13.

L'administration des postes suisses se charge de servir d'intermédiaire pour la transmission de fonds des États-Unis dans les pays de l'Europe avec lesquels cette administration échange des mandats-poste, mais avec lesquels l'Administration

which the postal Administration of nited States does not have such ex- ge, as well as for the exchange of s from any such European country ied for payment in the United s.

ARTICLE 14.

lers from the United States of Amer- r the countries in question are to be ed by the international money-order of New York upon the lists of Basle an exact statement of names and lo- es, in the same manner as if they destined for Switzerland, and the ange Office at Basle will issue for international orders, in the same er as if they had originated at Basle, nder the condition of a deduction the amounts entered in the lists of rdinary fee for such orders. A list fees charged in such cases shall be shed to the Postal Administration of nited States.

ARTICLE 15.

egards the orders in transit through erland from other countries for the d States of America, these orders are entered upon the lists for New York e same manner as if they had been l in Switzerland, and the Exchange of New York will treat them in the manner as Swiss orders.

ARTICLE 16.

ddition to the claims mentioned in e 9 concerning the repayment of or- the two Administrations agree to charge of other claims in relation to s exchanged between Switzerland he United States; for example, in d to changes of name, places of pay- requests for information concern- ayments which have been made, etc., o dispose of them in accordance with egulations in force in each country ctively.

ARTICLE 17.

The present Detailed Regulations take effect at the same time as the ention of the 18th of October and of November 1881, and shall con- in force as long as the latter.

When these Regulations shall take , those of the 2nd and 26th July 1869, ell as the Articles supplementary to of the 23d February 1872, shall rogated.

des postes des États Unis n'entretient pas un échange de cette nature, de même que pour l'envoi de fonds de l'un de ces pays de l'Europe aux États Unis.

ARTICLE 14.

Les mandats des États Unis d'Amérique pour les pays en question sont portés par le bureau international des mandats à New York sur les listes pour Bâle, avec l'indication exacte des noms et localités, de la même maniére que si ces mandats etaient à destination de la Suisse, et le bureau d'échange de Bâle émet pour ces envois des mandats internationaux, de la même manière que s'ils étaient originaires de Bâle, mais à la condition de déduire du montant inscrit sur les listes, le droit ordinaire fixé pour ces mandats. Une liste indiquant les droits prélevés dans ce cas sera fournie à l'Administration des postes des Etats Unis.

ARTICLE 15.

En ce qui concerne les mandats en transit par la Suisse provenant d'autres pays et à destination des Etats Unis d'Amérique, ils sont portés sur les listes pour New-York de la même manière que s'ils avaient été consignés en Suisse, et le bureau d'échange de New York les traite de la même manière que les mandats suisses.

ARTICLE 16.

Abstraction faite des réclamations mentionnées à l'article 9 concernant le remboursement de mandats-poste, les deux Administrations conviennent de se charger des autres réclamations relatives aux mandats échangés entre la Suisse et les Etats Unis; par exemple, en ce qui regarde les changements de noms, les lieux de paiements, les demandes d'information sur des paiements effectués, etc., et de les traiter conformément aux règlements en vigueur dans chacun des deux pays.

ARTICLE 17.

1. Le présent règlement de détail entrera en vigueur en même temps que la convention du 18 Octobre et 30 Novembre 1881. Il aura la même durée que cette convention.

2. A partir du jour de l'entrée en vigueur du présent réglement, celui des 2 et 26 Juillet 1869, de même que les Articles supplementaires du 23 Février 1872, seront abrogés.

Done in duplicate and signed at Berne the eighteenth day of October 1881, and at Washington the thirtieth day of November 1881.

(Sig) FRANK HATTON,
Acting Postmaster General of the United States.

[Seal of the Post Office Department of the United States.]

Fait en double expédition et signé à Berne le 18 Octobre 1881, et à Washington le 30 Novembre 1881.

Le Directeur général des Postes suisses.
(Sig) ED. HÖHN.

Ratifié le présent Règlement. Berne le 4, Novembre 1881.
Le Conseiller fédéral, Chef du Département des Postes et chemins de fer.
(Sig) BAVIER.

ITALY.

1877.

Convention between the Post Office Department of the United States of America, and the Post Office Department of the Kingdom of Italy.

The Post Office Department of the United States of America and the Post Office Department of the Kingdom of Italy, being desirous of establishing an exchange of money orders between the two countries, the undersigned, duly authorized for that purpose, have agreed to the following articles:

ARTICLE I.

There shall be a regular exchange of money orders between the two countries.

The maximum amount of each order is fixed at fifty dollars* national currency, when issued in the United States, and, when issued in the Kingdom of Italy, at two hundred and fifty lire of gold value.

ARTICLE II.

The Italian Post Office Department shall have the power to fix the rates of commission on money orders issued in the Kingdom of Italy; and the United States Post-Office Department shall have the same power in regard to money orders issued in the United States.

Each Post Office Department shall communicate to the other its tariff of charges, which shall be established under this convention, and the rates shall, in all cases, be paid in advance by the remitter, and shall not, in any event, be repayable.

It is understood, moreover, that each Office is authorized to suspend, temporarily, the exchange of money orders in case the course of exchange, or any other circumstance, shall give rise to abuses, or cause detriment to its own interests, but such action shall not be taken by either postal administration without sending notice to the other.

*Subsequently changed to one hundred dollars for either country, by mutual agreement of the *parties to this* convention.

Convenzione frail Dipartimento postale degli Stati Uniti d' America e la Direzione Generale delle Poste del Regno d' Italia.

Il Dipartimento postale degli Stati Uniti d' America e la Direzione Generale delle Poste del Regno d' Italia, desiderando di stabilire un cambio di vaglia fra i due paesi, i sottoscritti, debitamente autorizzati a tale oggetto, hanno concertato gli articoli seguenti:

ART. 1°.

Vi sarà un regolare cambio di vaglia fra i due paesi.

L' importo massimo dei singoli vaglia è fissato a cinquanta dollari, moneta nazionale corrente, se sono emessi negli Stati Uniti, e se sono emessi nel Regno d' Italia, a duecentocinquanta lire in oro.

ART. 2°.

La Direzione Generale delle Poste italiane avrà facoltà di determinare la misura delle tassa pei vaglia emessi nel Regno d' Italia; ed il Dipartimento degli Stati Uniti godrà dello stesso diritto pei vaglia emessi dai suoi ufizi.

Ciascuna Amministrazione comunicherà all' altra la tariffa della tassa che sarà da essa stabilita, a sensi di questa convenzione e tale tassa, che dovrà essere sempre anticipata dal mittente, non sarà in verun caso, rimborsata.

Egli è convenuto che oltre a ciò ciascuna Amministrazione è autorizzata a sospendere temporaneamente il servizio dei vaglia, quando il corso dei cambi, o qualche altra circostanza, producessero abusi, o cagionassero detrimento ai propri interessi, ma questa determinazione non sarà presa da una delle Amministrazione postale senza darne notizia all 'altra.

ARTICLE III.

ı Administration shall keep the ssion charged on money orders is- n its offices, but shall pay to the Administration one per cent.* on :al amount of such orders.

ART. 3°.

Ciascuna Amministrazione riterrà la tassa dei vaglia, emessi nei suoi ufizi, ma pagherà all' altra Amministrazione l' uno per cento sull' intero importare di tali vaglia.

ARTICLE IV.

he payment of money-orders to the in the United States no account ›e taken of any fraction of a cent.

ART. 4°.

Nel pagamento dei vaglia al publico negli Stati Uniti non sarà tenuto calcolo delle frazioni di cent.

ARTICLE V.

service of the postal money-order ı between the two countries shall be med exclusively by the agency of ices of exchange. On the part of nited States the office of exchange e New York, and on the part of the om of Italy, Turin.

ART. 5°.

Il servizio dei vaglia fra i due paesi sarà esclusivamente eseguito per mezzo degli ufizi di cambio. Dalla parte degli Stati Uniti l' ufizio di cambio sarà quello di Nuova York, e dalla parte del Regno d' Italia quello di Torino.

ARTICLE VI.

person in the United States, desiring nit to any part of Italy a sum of within the limits prescribed by e I, of this convention, may pay it ny post office of the former country, rized to receive sums, payable in and to pay orders, remitted from ountry.

remitter shall give to the postmas- such post office the name and exact ss of the person to whom the amount e paid in the country of destination, so his own name and address.

person in Italy desiring to remit to nited States a sum of money within nits prescribed by Article I., may into any post office of the country residence, giving at the same time n name and address and the name tact address of the person to whom nount is to be paid in the United

receiving post office in either coun- all transmit, in accordance with the stablished by its postal administra- due notice of such payment by an al money order, or otherwise, to the ching exchange office.

ART. 6°.

Chiunque negli Stati Uniti desideri di spedire, in qualche parte d' Italia, una somma di danaro entro i limiti fissati dall' Art. 1° della presente convenzione, può depositarla in qualunque ufizio di posta, che sia autorizzato a ricevere somme, pagabili in Italia, ed a pagare i vaglia, che ne provengono.

Il mittente indicherà all' ufizio di posta il nome e l' esatto indirizzo della persona cui la somma debba essere pagata nel paese di destinazione, ed anche il proprio nome ed indirizzo.

Chiunque in Italia desideri di spedire agli Stati Uniti una somma di danaro, entro i limiti fissati dall' Art. 1°, può depositarla nel' ufizio postale di sua residenza, dando nello stesso tempo il proprio nome ed indirizzo ed il nome ed esatto indirizzo della persona cui l' importo ne debba essere pagato negli Stati Uniti.

L' ufizio postale ricevente in ciascun paese trasmetterà, in conformità delle regole stabilite dalla sua Amministrazione la dovuta notificazione di tali pagamenti, mediante vaglia interni, o con altro mezzo, all' ufizio di cambio.

ARTICLE VII.

h exchange office shall send, twice week, to the corresponding ex- e office of the other country, a cer- list of sums received, since the last ms transmission of the certified list, paid in the other. The list, by ı of which the exchange office of ork shall communicate to the ex-

ART. 7°.

Ciascun ufizio di cambio spedirà, due volte la settimana, al corrispondente ufizio di cambio dell' altro paese un elenco delle somme ricevute, dopo la spedizione dell' elenco precedente, per essere pagate in quel paese. L' elenco per mezzo del quale l' ufizio di cambio di Nuova York annunzierà all' ufizio di cambio di Torino

sequently changed to one-half of one per mutual agreement of the parties to this ıtion.

change office of Turin the amounts deposited in the United States, to be paid in Italy, shall be in conformity with the model "A.", annexed to the present convention. The list, by means of which the exchange office of Turin shall communicate to that of New York the amounts deposited in Italy, to be paid in the United States, shall follow the pattern "B.", hereto annexed.

The lists dispatched from each exchange office, as well as the entries therein, shall be numbered consecutively, commencing with No. 1, at the beginning of each year. These lists must always be sent in duplicate, and must be written in copyable ink.

Should it happen that, at the day when the lists are to be dispatched, there are no deposits to be communicated for payment, the lists must, nevertheless, be sent. But in that event the exchange office will write across the lists the words: "No money orders."

ARTICLE VIII.

As soon as the lists of the dispatching office shall have reached the receiving office of exchange, the latter shall verify the lists received, and, if errors are found, will correct them with red ink.

The exchange office at Turin will place its mark of acceptance on the back of one of the duplicate lists, received from New York, describe thereon, in detail, the errors made thereon, and then return such duplicate to the exchange office of New York.

The exchange office of New York shall treat in the same way all the lists received from the exchange office of Turin.

The receiving office shall make out internal money orders in favor of the payees for the amounts specified in the lists, and shall forward them, free of postage, to the addressees, or to the offices of destination, in conformity with the regulations, existing in each country, for the payment of money orders.

When the lists shall show irregularities, which the receiving office shall not be able to rectify; that office shall demand an explanation from the dispatching office, which shall give such explanation with as little delay as possible. Pending the receipt of the explanation, the issue of domestic money orders of payment, relating to the entries found to be erroneous in the lists, should be suspended.

ARTICLE IX.

At the close of each quarter an account in duplicate shall be prepared and transmitted by the Post Office Department of Italy to the Post Office Department of the United States. For this quarterly account a form shall be used in exact conformity with the pattern "C.", hereto annexed.

le somme depositate negli Stati Uniti per essere pagate in Italia, sarà conforme al modello "A.", annesso alla presente convenzione. L' elenco per mezzo del quale l' ufizio di cambio di Torino comunicherà a quello di Nuova York le somme depositate in Italia per essere pagate negli Stati Uniti sarà conforme al modello "B.", qui annesso.

Gli elenchi spediti da ciascun ufizio di cambio, come pure i vaglia in essi descritti saranno numerati consecutivamente, cominciando dal No. 1. al principio di ciascunanno. Questi elenchi devono sempre essere spediti in duplicato ed essere scritti in inchiostro copiabile.

Se avvenisse che nel giorno in cui gli elenchi debbono essere inviati non esistesse alcun deposito da essere comunicato pel pagamento, gli elenchi saranno ciò non obstante spediti, in questo caso però l' ufizio di cambio vi scriverà trasversalmente: "Nessun vaglia."

ART. 8°.

Appena gli elenchi dell' ufizio di cambio mittente giungeranno all' ufizio di destinazione, questo verificherà gli elenchi ricevuti e trovandovi errori li correggerà ad inchiostro rosso.

L' ufizio di cambio di Torino imprimerà il suo bollo di accettazione a tergo di uno degli elenchi ricevuti in duplicato da Nuova York, vi descriverà in modo particolareggiato le correzioni fattevi e quindi, lo respingerà all' ufizio di cambio di Nuova York.

L' ufizio di cambio di Nuova York tratterà nella stessa maniera tutti gli elenchi ricevuti dall' ufizio di cambio di Torino.

L' ufizio recevente emetterà vaglia interni in favore dei destinatari per le somme specificate sugli elenchi, e gli spedirà, franchi di porto, ai destinatari, o agli ufizi di destinazione, in conformità ai regolamenti esistenti in ciascun paese pel pagamento dei vaglia.

Quando gli elenchi presenteranno irregolarità, le quali l' ufizio recevente non possa rettificare, esso domanderà spiegazioni all' ufizio mittente, il quale le darà, al più presto possibile. Il pagamento delle partite trovate erronee negli elenchi, potrà essere sospeso fino all' arrivo della risposta.

ART. 9°.

Alla fine di ciascun trimestre un conto in doppio esemplare sarà preparato e trasmesso dalla Amministrazione delle poste d' Italia al Dipartimento postale degli Stati Uniti. Per questo conto trimestrale sarà adoperato uno specchietto esattamente conforme al modello "C.", qui unito.

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an postal administration, that
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ARTICLE X.

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"D.", and the postal adminis-
the United States will make
like the model "E." Both of
are hereto annexed.

ARTICLE XI.

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Se dal conto resulterà una differenza in favore dell' Amministrazione postale d' Italia, quella degli Stati Uniti nel rimandarle un esemplare del conto trimestrale, munito della sua accettazione, le trasmetterà nel tempo stesso una cambiale su Genova per l' ammontare della somma dovuta all' Amministrazione stessa. Questa spedirà una quietanza all' Amministrazione postale degli Stati Uniti.

Se invece il conto trimestrale presenterà una differenza in favore dell' Amministrazione degli Stati Uniti, questa ne restituerà all' altra un esemplare, munito di accettazione. A saldo di tale conto l' Amministrazione postale d' Italia trasmetterà a quella degli Stati Uniti una cambiale per l' ammontare del debito, tratta su Nuova York. L' Amministrazione degli Stati Uniti le spedirà una quitanza della somma ricevuta.

Se pendente l' assestamento di un conto una delle due Amministrazioni postali accerterà che il suo debito ecceda l' altro di cinquemila dollari, o venti-cinquemila lire, l' Amministrazione debitrice rimetterà prontamente l' ammontare approssimativo di tale differenza a credito dell' altra.

Le spese concernenti l' acquisto delle cambiali saranno invariabilmente a carico dell' Amministrazione postale che opererà il pagamento.

ART. 10°.

Nel fare pagamenti in conto, giusta l' Art. 9° della presente convenzione, l' Amministrazione postale Italiana farà uso di un modello conforme a quello distinto colla lettera "D.", e l' Amministrazione postale degli Stati Uniti userà un modello conforme a quello "E." L' uno e l' altro di questi modelli sono qui annessi.

ART. 11°.

I vaglia, che non possano per qual siasi causa essere pagati alle persone cui sieno destinati, verranno annullati, in conformità delle norme stabilite nel paese di destinazione, e le somme depositate rimarranno perciò a disposizione dell' Amministrazione postale del paese d' origine; cosicchè esse potranno essere rimborsate alle persone interessate o altrimenti impiegate conforme alle norme stabilite dalle leggi o regolamenti di ciascun paese. L' Amministrazione italiana perciò comprenderà nel conto trimestrale a credito dell' Amministrazione degli Stati Uniti tutti i vaglia descritti negli elenchi degli Stati Uniti che sieno stati annullati a motivo del non eseguito loro pagamento in Italia. Una nota particolareggiata di tali vaglia sarà inoltre

to the Post Office Department of the United States by the Italian Administration at the close of each month. On the other hand, the United States office shall, at the close of each month, promptly transmit to the Italian exchange office, for entry in the quarterly account, a detailed statement of all similar unpaid orders, which were originally certified in the lists from the latter office, and which, under this Article, have become void.

ARTICLE XII.

Repayment, whether of an original or duplicate order, must not be made to the remitter until an authorization for such repayment shall first have been received by the Administration of issue from the Administration where such order was payable, and the amounts of the repaid orders shall be duly credited to the former administration in the quarterly account. It is optional with each postal administration to determine the manner in which repayment to the remitter is to be made.

ARTICLE XIII.

Until the two Post Office Departments shall consent to an alteration it is agreed that, in all matters of account, relative to money orders, which shall result from the execution of the present convention, the gold dollar shall be considered equivalent to five lire and eighteen centesimi, gold value.

ARTICLE XIV.

Each exchange office shall certify its orders to the other in amounts designated in the denominations of the money, both of the dispatching and receiving country, at the rate of conversion established upon the basis of gold of Article XIII of this convention. This conversion shall be checked at the receiving office of exchange.

ARTICLE XV.

All payments for money orders, whether to or by the public, if not made in money of gold value, shall be made in paper money to the nearest practicable equivalent.

ARTICLE XVI.

The valuation in gold coin of the United States of deposits in paper money, made in that country for payment in Italy, shall be determined at the exchange office of New York, according to the rate of premium on gold on the day of receipt at that office of notification of such deposits. On the other hand, the value in United States paper currency of money orders, certified

spedita all' Amministrazione postale degli Stati Uniti dall' Amministrazione italiana, alla fine di ciascun mese. Dall' altra parte l' Amministrazione degli Stati Uniti alla fine di ciascun mese trasmetterà prontamente all' ufizio di cambio italiano, per essere compressa nel conto trimestrale, una nota particolareggiata di tutti i vaglia similmente non pagati, i quali sieno stati in origine descritti sugli elenchi di esso ufizio e che conforme questo articolo sieno annullati.

ART. 12°.

Il rimborso di un vaglia sia in originale o per duplicato non deve essere fatto al mittente finchè l'Amministrazione traente non abbia ricevuto un autorizzazione per tale rimborso dall' Amministrazione destinataria, e le somme dei vaglia da rimborsarsi saranno regolarmente accreditate alla prima di esse Amministrazioni sul conto trimestrale. È in facoltà di ciascuna Amministrazione postale di determinare il modo con cui i rimborsi ai mittenti debbano essere fatti.

ART. 13°.

Sino a che le due Amministrazioni postali non consentano ad un cambiamento, rimane convenuto che in tutte le transazioni relative ai vaglia, le quali resulteranno dalla esecuzione della presente convenzione, il dollaro d' oro sarà considerato come equivalente di L. 5.18, valuta in oro.

ART. 14°.

Ciascun ufizio di cambio nel notificare i suoi vaglia all' altro ne indicherà l' importo nella moneta si del paese traente che del paese di destinazione, giusta il ragguaglio stabilito sulla base dell' oro dall' Art. 13° di questa convenzione. Il ragguaglio sarà riscontrato dall' ufizio di cambio ricevente.

ART. 15°.

Tutti i pagamenti, dal o al publico, quando non sieno fatti in moneta d' oro, lo saranno in moneta cartacea nel equivalente il più approssimativo possibile.

ART. 16°.

La riduzione in moneta d' oro degli Stati Uniti, dei depositi in carta moneta fatti in questo paese per pagarsi in Italia, sarà eseguita dall' ufizio di cambio di Nuova York, conforme all aggio a favore dell' oro nel giorno in cui avrà ricevuto avviso dell' effettuazione di quel deposito. D'altra parte la riduzione in moneta cartacea corrente negli Stati Uniti dei vaglia segnati

in the lists sent from the exchange office of Turin to the exchange office of New York, shall be determined, (also at New York,) in accordance with the premium on gold on the day of the receipt of such lists.

negli elenchi spediti dall' ufizio di cambio di Torino a quello di Nuova York, sarà determinata, (pure a Nuova York,) in conformità dell' aggio a favore dell' oro nel giorno del ricevimento di tali elenchi.

ARTICLE XVII.

The orders, issued by each country on the other, shall be subject, as regards payment, to the regulations which govern the payment of domestic orders in the country of destination.

ART. 17°.

I vaglia, emessi da ciascun paese sull' altro, saranno soggetti, riguardo al pagamento, alle norme relative al pagamento dei vaglia interni nel paese di destinazione.

ARTICLE XVIII.

Both postal administrations mutually agree to receive complaints respecting international postal orders, and to dispose of them in accordance with existing regulations in each country.

ART. 18°.

L' una e l' altra Amministrazione postale s' impegnano reciprocamente a ricevere i reclami relativi ai vaglia internazionali ed a disporre in conformità dei regolamenti esistenti nell' uno o nell' altro paese.

ARTICLE XIX.

The Post Office Department in each country shall be authorized to adopt any additional rules, (if not inconsistent with the foregoing,) for the greater security against fraud, or for the better working of the system generally.

All such additional rules, however, must be promptly communicated to the Post Office Department of the other country.

ART. 19°.

L' Amministrazione postale di ciascun paese sarà autorizzata ad adottare regole addizionali (purchè non discordino dalle precedenti,) per maggiore sicurezza contro le frodi, o per il migliore andamento del servizio in generale.

Tutte queste regole speciali però dovranno essere prontamente communicate all' Amministrazione postale dell' altro paese.

ARTICLE XX.

The present convention shall take effect on the second day of July, one thousand eight hundred and seventy-seven, and shall continue in force until twelve moths after the date at which one of the contracting parties shall have notified the other of its intention to terminate it.

Done in duplicate and signed in Washington on the thirty first day of March, in the year of our Lord one thousand eight hundred and seventy-seven, and in Florence on the twentieth day of April, in the year of our Lord one thousand eight hundred and seventy-seven.

ART. 20°.

La presente convenzione avrà effetto dal due Luglio milleottocentosettantasette, e sarà mantenuta in vigore fino a dodici mesi dopo la data in cui una delle parti interessate abbia notificato all' altra la sua intenzione di farla cessare.

Fatta in doppio originale e firmata a Washington il trent-uno giorno di Marzo, dell' anno del nostro Signore milleottocentosettantasette, e a Firenze il venti Aprile dell' anno del nostro Signore milleottocentosettantasette.

D. M. KEY,
Postmaster-General of the United States.
[Seal of the Post-Office Department of the United States.]

G. BARBAVARA.
Direttore Generale delle Poste Italiane.
[Seal of the Post-Office Department of the Kingdom of Italy.]

I hereby approve the foregoing convention, and in testimony thereof I have caused the seal of the United States to be hereto affixed.

[SEAL OF THE UNITED STATES.] R. B. HAYES.

By the President:

WM. M. EVARTS,
Secretary of State.

WASHINGTON, *May 8, 1877.*

to the Post Office Department of the United States by the Italian Administration at the close of each month. On the other hand, the United States office shall, at the close of each month, promptly transmit to the Italian exchange office, for entry in the quarterly account, a detailed statement of all similar unpaid orders, which were originally certified in the lists from the latter office, and which, under this Article, have become void.

ARTICLE XII.

Repayment, whether of an original or duplicate order, must not be made to the remitter until an authorization for such repayment shall first have been received by the Administration of issue from the Administration where such order was payable, and the amounts of the repaid orders shall be duly credited to the former administration in the quarterly account. It is optional with each postal administration to determine the manner in which repayment to the remitter is to be made.

ARTICLE XIII.

Until the two Post Office Departments shall consent to an alteration it is agreed that, in all matters of account, relative to money orders, which shall result from the execution of the present convention, the gold dollar shall be considered equivalent to five lire and eighteen centesimi, gold value.

ARTICLE XIV.

Each exchange office shall certify its orders to the other in amounts designated in the denominations of the money, both of the dispatching and receiving country, at the rate of conversion established upon the basis of gold of Article XIII of this convention. This conversion shall be checked at the receiving office of exchange.

ARTICLE XV.

All payments for money orders, whether to or by the public, if not made in money of gold value, shall be made in paper money to the nearest practicable equivalent.

ARTICLE XVI.

The valuation in gold coin of the United States of deposits in paper money, made in that country for payment in Italy, shall be determined at the exchange office of New York, according to the rate of premium on gold on the day of receipt at that office of notification of such deposits. On the other hand, the value in United States paper currency of money orders, certified

spedita all' Amministrazione postale degli Stati Uniti dall' Amministrazione italiana, alla fine di ciascun mese. Dall' altra parte l' Amministrazione degli Stati Uniti alla fine di ciascun mese trasmetterà prontamente all' ufizio di cambio italiano, per essere compressa nel conto trimestrale, una nota particolareggiata di tutti i vaglia similmente non pagati, i quali sieno stati in origine descritti negli elenchi di esso ufizio e che conforme questo articolo sieno annullati.

ART. 12°.

Il rimborso di un vaglia sia in originale o per duplicato non deve essere fatto al mittente finchè l'Amministrazione traente non abbia ricevuto un autorizzazione per tale rimborso dall' Amministrazione destinataria, e le somme dei vaglia da rimborsarsi saranno regolarmente accreditate alla prima di esse Amministrazioni sul conto trimestrale. È in facoltà di ciascuna Amministrazione postale di determinare il modo con cui i rimborsi ai mittenti debbano essere fatti.

ART. 13°.

Sino a che le due Amministrazioni postali non consentano ad un cambiamento, rimane convenuto che in tutte le transazioni relative ai vaglia, le quali resulteranno dalla esecuzione della presente convenzione, il dollaro d' oro sarà considerato come equivalente di L. 5.18, valuta in oro.

ART. 14°.

Ciascun ufizio di cambio nel notificare i suoi vaglia all' altro ne indicherà l' importo nella moneta si del paese traente che del paese di destinazione, giusta il ragguaglio stabilito sulla base dell' oro dall' Art. 13° di questa convenzione. Il ragguaglio sarà riscontrato dall' ufizio di cambio ricevente.

ART. 15°.

Tutti i pagamenti, dal o al publico, quando non sieno fatti in moneta d' oro, lo saranno in moneta cartacea nel equivalente il più approssimativo possibile.

ART. 16°.

La riduzione in moneta d' oro degli Stati Uniti, dei depositi in carta moneta fatti in questo paese per pagarsi in Italia, sarà eseguita dall' ufizio di cambio di Nuova York, conforme all aggio a favore dell' oro nel giorno in cui avrà ricevuto avviso dell'effettuazione di quel deposito. D'altra parte la riduzione in moneta cartacea corrente negli Stati Uniti dei vaglia segnati

in the lists sent from the exchange office of Turin to the exchange office of New York, shall be determined, (also at New York,) in accordance with the premium on gold on the day of the receipt of such lists.

negli elenchi spediti dall' ufizio di cambio di Torino a quello di Nuova York, sarà determinata, (pure a Nuova York,) in conformità dell' aggio a favore dell' oro nel giorno del ricevimento di tali elenchi.

ARTICLE XVII.

The orders, issued by each country on the other, shall be subject, as regards payment, to the regulations which govern the payment of domestic orders in the country of destination.

ART. 17°.

I vaglia, emessi da ciascun paese sull' altro, saranno soggetti, riguardo al pagamento, alle norme relative al pagamento dei vaglia interni nel paese di destinazione.

ARTICLE XVIII.

Both postal administrations mutually agree to receive complaints respecting international postal orders, and to dispose of them in accordance with existing regulations in each country.

ART. 18°.

L' una e l' altra Amministrazione postale s' impegnano reciprocamente a ricevere i reclami relativi ai vaglia internazionali ed a disporre in conformità dei regolamenti esistenti nell' uno o nell' altro paese.

ARTICLE XIX.

The Post Office Department in each country shall be authorized to adopt any additional rules, (if not inconsistent with the foregoing,) for the greater security against fraud, or for the better working of the system generally.

All such additional rules, however, must be promptly communicated to the Post Office Department of the other country.

ART. 19°.

L' Amministrazione postale di ciascun paese sarà autorizzata ad adottare regole addizionali (purchè non discordino dalle precedenti,) per maggiore sicurezza contro le frodi, e per il migliore andamento del servizio in generale.

Tutte queste regole speciali però dovranno essere prontamente communicate all' Amministrazione postale dell' altro paese.

ARTICLE XX.

The present convention shall take effect on the second day of July, one thousand eight hundred and seventy-seven, and shall continue in force until twelve moths after the date at which one of the contracting parties shall have notified the other of its intention to terminate it.

Done in duplicate and signed in Washington on the thirty first day of March, in the year of our Lord one thousand eight hundred and seventy-seven, and in Florence on the twentieth day of April, in the year of our Lord one thousand eight hundred and seventy-seven.

D. M. KEY,
Postmaster-General of the United States.
[Seal of the Post-Office Department of the United States.]

ART. 20°.

La presente convenzione avrà effetto dal due Luglio milleottocentosettantasette, e sarà mantenuta in vigore fino a dodici mesi dopo la data in cui una delle parti interessate abbia notificato all' altra la sua intenzione di farla cessare.

Fatta in doppio originale e firmata a Washington il trent-uno giorno di Marzo, dell' anno del nostro Signore milleottocentosettantasette, e a Firenze il venti Aprile dell' anno del nostro Signore milleottocentosettantasette.

G. BARBAVARA,
Direttore Generale delle Poste Italiane.
[Seal of the Post-Office Department of the Kingdom of Italy.]

I hereby approve the foregoing convention, and in testimony thereof I have caused the seal of the United States to be hereto affixed.

[SEAL OF THE UNITED STATES.] R. B. HAYES.

By the President:

WM. M. EVARTS,
Secretary of State.

WASHINGTON, *May 8, 1877.*

1880.

Additional Convention to the Convention of the 31st of March and the 20th of April, 1877, between the Post Office Department of the United States of America and the Post Office Department of the Kingdom of Italy.

Additional Convention to the Convention of the 31st of March and the 20th of April, 1877, between the Post Office Department of the United States of America, and the Post Office Department of the Kingdom of Italy.

The Post Office Department of the United States of America and the Post Office Department of the Kingdom of Italy, being desirous of modifying the system of exchange of money orders, established by the Convention concluded between them on the 31st of March and the 20th of April, 1877, the undersigned, duly authorized for that purpose, have agreed upon the following additional Convention, modifying certain Articles of the Convention above mentioned.

ARTICLE 1.

For Article III of the Convention of March 31st and April 20th, 1877, the following Article shall be substituted, viz:

"Each Administration shall keep the commission charged on money orders, issued by its offices, but shall pay to the other Administration three-fourths of one per cent. on the total amount of such orders, and shall also refund to the Administration of origin three-fourths of one per cent. on the amounts of all void orders, and of orders, the repayment of which shall have been authorized."

ARTICLE 2.

For Article IX of the Convention in question, the following Article should be substituted, viz:

"1. At the close of each Quarter an account, in duplicate, shall be prepared and transmitted by the Post Office Department of the Kingdom of Italy to the Post Office Department of the United States of America. For this quarterly account a form shall be used in exact conformity with the pattern hereto annexed.

"2. In this account there shall be deducted, from the totals of orders originating in the United States, the totals of such orders, the repayment of which shall have been authorized by the Post Department of Italy, in accordance with Article XII of the Convention of March 31st and April 20th, 1877, and also the totals of such orders of United States origin which shall have become void. To the amount remaining there shall be added three-fourths of one per cent. of that amount, being the commission due the Kingdom of Italy under Article 1 of the present

Convenzione Addizionale alla Convenzione del 31 Marzo e 20 Aprile 1877 fra il Dipartimento delle Poste degli Stati Uniti d' America e il Dipartimento delle Poste del Regno d' Italia.

Il Dipartimento delle Poste degli Stati Uniti d' America e il Dipartimento delle Poste del Regno d' Italia desiderando di modificare il sistema del cambio dei Vaglia quale è stabilito dalla Convenzione conchiusa fra essi il 31 Marzo e il 20 Aprile 1877, i sottoscritti debitamente a ciò autorizzati, si sono messi d' accordo sopra la seguente Convenzione Addizionale, modificante taluni Articoli della Convenzione sopra menzionata.

ARTICOLO 1.

All' Articolo III della Convenzione del 31 Marzo e 20 Aprile 1877 sarà sostituito l' Articolo seguente, cioè:

"Ciascuna Amministrazione terrà per sè la tassa riscossa sui vaglia rilasciati dai propri Ufizi, ma pagherà all' altra amministrazione tre quarti dell' uno per cento sul totale importo di simili vaglia, e rimborserà parimenti all' Amministrazione di origine tre quarti dell' uno per cento sull' importo di tutt' i vaglia perenti e dei vaglia il rimborso dei quali sia stato autorizzato."

ARTICOLO 2.

All' Articolo IX della Convenzione di cui trattasi sarà sostituito l'Articolo seguente, cioè:

"1. Alla fine di ogni trimestre il Dipartimento delle Poste del Regno d' Italia preparerà e spedirà al Dipartimento delle Poste degli Stati Uniti d' America un conto in doppio esemplare. Per questo conto trimestrale sarà fatto uso di un modulo esattamente conforme al modello qui unito.

2. In tale conto saranno dedotti, dai totali dei Vaglia originari dagli Stati Uniti, i totali di simili vaglia il rimborso dei quali sarà stato autorizzato dal Dipartimento delle Poste d' Italia in ordine all' Articolo XII della Convenzione del 31 Marzo e 20 Aprile 1877, e così pure i totali di simili vaglia originari dagli Stati Uniti che saranno stati dichiarati perente. All' importo residuo saranno aggiunti i tre quarti dell' uno per cento sul totale medesimo, a titolo di commissione dovuta al Regno d' Italia, quista l' Articolo 1 della presente Convenzione Addi

ional Convention. The total of these ums forms a credit for the Kingdom ly. From the amount of orders ating in the Kingdom of Italy simi- ductions shall be made, and a like on to the remainder of three-fourths per cent. thereof, to form the United credit.

Payment shall be made in the of the country in favor of which count shows a balance, and, for the se of ascertaining such balance, the r credit shall be converted into the money as the larger credit. If the nt shows a balance in favor of the Department of the Kingdom of Italy, nversion shall be effected at the ge rate of exchange quoted at New during the quarter, to which the nt appertains; but if it shows a e in favor of the United States, the rsion shall be effected at the aver- ite of exchange quoted at Rome, g the same period. The debtor Ad- ration shall transmit, within five fter the expiration of the Quarter, ified statement, showing the rate of nge for each business day of such er.

Should the quarterly account show nce in favor of the Post Department Kingdom of Italy, that of the United shall return a copy thereof, after amination and verification, at the within fourteen days after its re- and shall transmit, at the same a bill of exchange, drawn on Paris, e amount of said account, payable Director General of Posts at Rome. 'ostal Administration of the King- f Italy shall then send an acknowl- nt of receipt to the Postal Admin- on of the United States. If, on the hand, such account shows a bal- n favor of the latter Administra- t will return a copy thereof, and latest within fourteen days after ceipt of said copy, the Post Depart- of the Kingdom of Italy shall trans- that of the United States a bill of nge for the amount thereof, drawn w York, payable to the Postmaster al of the United States. The Postal nistration of the latter country then send, in return, an acknowl- nt of receipt.

If pending the settlement of an ac- one of the two Postal Administra- shall ascertain, that it owes the a balance exceeding five thousand s, or twenty-five thousand francs, indebted Administration shall tly remit the approximate amount h balance to the credit of the other. The expenses attending the remit- of bills of exchange shall invariably rne by the Post Department by payment is made."

zionale. Il totale di queste due somme costituisce il credito del Regno d' Italia. Dall' importo dei vaglia originari dal Regno d' Italia sarà fatta una identica deduzione, e aggiungendo al residuo i tre quarti dell' uno per cento si otterrà il credito degli Stati Uniti.

3. Il pagamento sarà fatto nella moneta del Paese in favore del quale il conto presenta un credito e allo scopo di stabilire siffatto credito, il credito minore sarà convertito nella moneta del credito maggiore. Se il conto presenta un credito a favore del Dipartimento delle Poste del Regno d' Italia la conversione sarà fatta al tasso medio del cambio quotato a Nuova York durante il trimestre al quale il conto si riferisce; se invece esso presenta un credito in favore degli Stati Uniti la conversione sarà fatta al corso medio del cambio, quotato a Roma, durante il medesimo periodo. L'Amministrazione debitrice trasmetterà entro cinque giorni dopo l' espirazione del trimestre, un prospetto dimostrativo del corso del cambio per ciascun giorno di borsa dello stesso trimestre.

4. Presentando il conto trimestrale un credito a favore del Dipartimento delle Poste del Regno d' Italia, quello degli Stati Uniti ne ritornerà una copia, previo esame e verificazione, al più tardi entro quattordici giorni dopo il suo ricevimento, e trasmetterà nel medesimo tempo una cambiale tratta su Parigi, per l' importo di detto conto, pagabile al Direttore Generale delle Poste a Roma. L' amministrazione postale italiana accuserà di essa ricevuta all' Amministrazione degli Stati Uniti. Se, per altra parte, siffatto conto presenta un credito a favore dell'Amministrazione degli Stati Uniti, questa ne restituisce una copia, e al più tardi entro quattordici giorni dopo il ricevimento di detta copia, il Dipartimento delle Poste del Regno d'Italia trasmetterà a quello degli Stati Uniti una cambiale per l'importo relitivo, tratto su New York e pagabile al Postmaster General degli Stati Uniti. L'Amministrazione Postale di quest' ultimo Paese, di rimando ne accuserà ricevuta.

5. Durante l' assestamento di un conto se una delle due Amministrazioni Postali riconoscerà di essere debitrice verso l'altra di una somma eccedente cinque mila dollari, o venticinque mila franchi l' Amministrazione debitrice rimetterà prontamente l' importo approssimativo della somma di cui altra è creditrice.

6. La spesa relativa all' acquisto delle cambiali sarà invariabilmente a carico del Dipartimento delle Poste dal quale il pagamento è dovuto.

ARTICLE 3.

For Article XIII of the Convention in question the following Article shall be substituted, viz:

"Each Administration is authorized to fix, at any time, the rate of conversion of its own money into that of the country of destination, but shall notify the other of the rate of conversion established under this Article, and of any change that may be made therein.

ARTICOLO 3.

All' Articolo XIII della Convenzione di cui sopra sarà sostituito l' Articolo sequente, cioè:

"Ciascuna Amministrazione è autorizzata a stabilire, in qualunque epoca, il tasso di conversione della sua propria moneta in quella del Paese di destinazione, ma dovrà notificare all' altra il tasso di conversione stabilito in forza del presente Articolo e ogni variazione del medesimo."

ARTICLE 4.

The present Additional Convention shall take effect on the first day of October one thousand eight hundred and eighty, and shall continue in force twelve months after the date at which one of the contracting parties shall have notified the other of its intention to terminate it.

Done in duplicate and signed in Washington on the twenty fourth day of August, in the year of our Lord, one thousand eight hundred and eighty, and in Rome on the ninth of August, in the year of our Lord one thousand eight hundred and eighty.

[Seal of the Post Office Department of the United States.] D. M. KEY,
Postmaster General of the United States.

ARTICOLO 4.

La presente Convenzione Addizionale avrà effetto dal primo di Ottobre mille ottocento ottanta e continuerà ad essere in vigore fino a dodici mesi dopo il giorno in cui una delle parti contraenti avrà notificato all' altra la sua intenzione di porvi termine.

Fatto in duplicato e firmato a Washington addì venti quattro Agosto, dell' anno del Signore mille ottocento ottanta, e a Roma addì Nove Agosto dell' anno del Signore mille ottocento ottanta.

Il Direttore Generale delle Poste del Regno d' Italia.

[Seal of the Post-office Department of the Kingdom of Italy.] A. CAPECELATRO.

I hereby approve the foregoing convention, and in testimony thereof, I have caused the seal of the United States to be hereto affixed.

R. B. HAYES.

[Seal of the United States.] By the President:
JOHN HAY,
Acting Secretary of State.

WASHINGTON, *Aug.* 25, 1880.

FRANCE.

1879.

Convention for the exchange of postal money orders between the United States and France.

The undersigned, David M. Key, Postmaster General of the United States of America, in virtue of the powers vested in him by law, and Maxime Outrey, Commander of the National Order of the Legion of Honor, Envoy Extraordinary and Minister Plenipotentiary from France to the United States of America, &c., &c., in the name of his Government, and by virtue of the powers which he has formally presented to this effect, have agreed upon the following convention:

ARTICLE 1.

The transmissions of sums of money may be made by mail from France and

Convention pour l'échange des mandats de poste entre les États-Unis et la France.

Les soussignés, David M. Key, Postmaster-Général des États-Unis d'Amérique, agissant en vertu des pouvoirs qu'il tient de la loi, et Maxime Outrey, Commandeur de l'Ordre National de la Légion d'Honneur, Envoyé extraordinaire et Ministre Plénipotentiaire de France aux Etats-Unis d'Amérique, &c., &c., agissant au nom de son Gouvernement, et en vertu des pleins pouvoirs qu'il a formellement présentés à cet effet, ont conclu la Convention suivante.

ARTICLE 1.

Des envois de fonds pourront être faits, par la voie de la poste, tant de la France

ria to the United States of North
rica, and from the United States of
h America to France and Algeria.

ch transmission is to be effected by
is of money orders drawn by post
s in one country upon post offices in
ther.
e amount of each order shall not ex-
two hundred and fifty francs, or fifty
rs.*
e two Administrations, however,
by common agreement, increase this
mum to five hundred francs, or one
red dollars.
ch of the two contracting countries
ves the right to declare transferable,
in its territory, by means of endorse-
, the ownership of orders originat-
n the other.

ARTICLE 2.

ee, to be fixed by the Postal Admin-
tion of the country of origin, shall
llected from the remitter upon each
of money transmitted in pursuance
e preceding article.
is fee shall not, however, exceed one
me half per cent. upon the amounts
ituting the divisions in the sched-
f fees.

ARTICLE 3.

e Postal Administration, which is-
the orders, shall credit that, which
them, with a commission of three
hs of one per cent.† upon the total
nt thereof.

ARTICLE 4.

e amount of the orders shall be paid
the remitters and paid out to the
ficiaries in gold coin, or in other law-
oney of equal current value.
case at any time a paper currency,
ior in value to gold coin, shall be-
a legal tender in either country, the
l Administration of that country is
orized to receive and to pay it out in
ealings with the public, provided
nt be taken of such difference of
e.

ARTICLE 5.

e amount of each order must be ex-
ed in the money of the country in
h payment is to be made, but no or-
hall contain a fraction of a cent or of
nidecime, (five centimes).
e rate of conversion of the money of
country of origin into that of the
try of payment shall be fixed by the
inistration of the country of origin.

et de l'Algérie pour les États-Unis de l'Amérique du Nord que des États-Unis de l'Amérique du Nord pour la France et l'Algérie.

Ces envois s'effectueront au moyen de mandats tirés par des bureaux de poste de l'un des deux pays sur des bureaux de poste de l'autre pays.

Aucun mandat ne pourra excéder la somme de deux cent cinquante francs, ou de cinquante dollars.

Toutefois, les deux Administrations pourront, d'un commun accord, élever ce maximum à cinq cents francs ou cent dollars.

Est réservé à chacun des deux pays contractants le droit de déclarer transmissible par voie d'endossement, sur son territoire, la propriété des mandats de poste provenant de l'autre pays.

ARTICLE 2.

Il sera perçu, pour chaqu envoi de fonds effectué en vertu de l'article précédent, une taxe qui sera déterminée par l'Administration du pays d'origine, et qui sera à la charge de l'expediteur des fonds.

Cette taxe ne devra pas toutefois dépasser un et demi pour cent des sommes rondes qui formeront les degrés de l'échelle de perception.

ARTICLE 3.

L'Administration qui délivrera les mandats tiendra compte à l'Administration qui les paiera d'un droit de trois quarts d'un pour cent du montant total de ces mandats.

ARTICLE 4.

Le montant des mandats sera versé par les déposants et payé aux bénéficiaires en monnaie d'or, ou en quelque autre monnaie légale de même valeur courante.

Toutefois, au cas où, dans l'un des deux pays, circulerait un papier-monnaie ayant cours légal, mais d'une valeur inférieure à celle de l'or, l'Administration de ce pays aurait la faculté de le recevoir et de l'employer elle-même dans ses rapports avec le public, sous réserve de tenir compte de la différence des cours.

ARTICLE 5.

Le montant de chaque mandat sera exprimé en monnaie du pays où le paiement devra avoir lieu et ne devra pas comporter de fraction de demi décime, (cinq centimes) ou de cent.

Les bases de la conversion de la monnaie du pays d'origine en monnaie du pays de destination seront fixées par l'Administration du pays d'origine.

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aximum amount subsequently changed to one hundred dollars, or its equivalent, by mutual agree of the parties to this Convention.
mmission subsequently changed to one-half of one per cent, by mutual agreement of the parties to Convention.

ARTICLE 6.

The money orders issued by the French post offices, as well as those issued by the post offices in the United States, in pursuance of Article 1st of the present Convention, and the receipts entered thereon, shall not be subjected, under any pretext or claim, to any commission or tax whatever, at the expense of the person entitled to receive payment thereof.

ARTICLE 7.

The postal Administration of France and the Postal Administration of the United States shall, at certain periods to be fixed by them, by mutual agreement, prepare a statement of the amounts of their reciprocal indebtedness; and these accounts, after having been examined and set off against each other, shall be paid within a limited time, to be determined by common consent, in the money (of gold value) of the creditor country by the Administration, which shall be found indebted to the other.

For this purpose the smaller credit shall be converted into the same money as that of the larger credit. This conversion shall be based upon the average of the rates of exchange quoted at Paris during the period embraced in the account, if the payment is due to the United States; and upon the average of such rates quoted during a like period at New York, if the payment is due to France.

In case of the non-payment of the balance of an account within the time specified, the amount of such balance shall be chargeable with interest from the date of the expiration of the stipulated period until the day of the transmission of the amount due. Such interest shall be computed at the rate of five per cent. per annum, and is to be entered in the accounts as a debit against the dilatory Administration.

ARTICLE 8.

The sums received by each of the two Administrations in payment for orders, the amounts of which have not been claimed by the persons entitled thereto, within the limit of time fixed by the laws and regulations of the country of origin, shall accrue permanently to the Administration which issued the orders.

ARTICLE 9.

The two Administrations shall designate, each for itself, the post offices which are authorized to issue and to pay money orders in pursuance of the present Convention. They will regulate, by common consent, the form of the orders herein mentioned, their mode of transmission

ARTICLE 6.

Les mandats délivrés par les bureaux de poste français ou par les bureaux de poste américains, en exécution de l'article 1er de la présente Convention, et les acquits donnés sur ces mandats ne pourront, sous aucun prétexte et à quelque titre que ce soit, être soumis à un droit ou à une taxe quelconque à la charge des destinataires des fonds.

ARTICLE 7.

L'Administration des Postes de France et l'Administration des Postes des États-Unis dresseront, aux époques qui seront fixées par elles d'un commun accord, les comptes des sommes qu'elles auront à se rembourser réciproquement, et ces comptes, après avoir été débattus et arrêtés contradictoirement, seront soldés, en monnaie d'or du pays créancier, par l'Administration qui sera reconnue redevable envers l'autre, dans le délai dont les deux Administrations conviendront.

A cet effet la créance la plus faible sera convertie en même monnaie que la créance la plus forte, en prenant pour base le taux moyen du change qui aura été coté pendant la période à laquelle les comptes se rapporteront, savoir: à Paris, si le solde est en faveur des États-Unis, et à New York si le solde est en faveur de la France.

En cas de non paiement du solde d'un compte dans le délai convenu, le montant de ce solde sera productif d'intérêts à dater du jour de l'expiration du dit délai jusqu'au jour de l'envoi de la somme due. Ces intérêts seront calculés à raison de cinq pour cent l'an et seront portés au débit de l'Administration retardataire sur le compte suivant.

ARTICLE 8.

Les sommes encaissées par chacune des deux Administrations, en échange de mandats dont le montant n'aura pas été réclamé par les ayants-droit dans les délais fixés par les lois et règlement du pays d'origine, seront définitivement acquises à l'Administration qui aura délivré les mandats.

ARTICLE 9.

Les deux Administrations désigneront chacune pour ce qui la concerne, les bureaux autorisés à delivrer ét à payer les mandats en vertu de la présente Convention. Elles règleront, d'un commun accord la forme et le mode de transmission des mandats sus-mentionnés, la forme d

ıe forms of the accounts, described
:icle 7 hereof, and all other matters
:ail or arrangement necessary to se-
:he execution of the stipulations of
:esent Convention.
s understood that each Administra-
:hall bring to the knowledge of the
any changes which it may make in
t of offices authorized to issue and to
ıoney orders, and that other meas-
›f execution may be modified by the
dministrations, whenever they agree
ı modification is necessary.

comptes désignés dans l'article sept et toutes autres mesures de détail ou d'ordre nécessaires pour assurer l'exécution des stipulations de la présente Convention.

Il est entendu que chaque Administration portera à la connaissance de l'autre les modifications qu'elle apportera dans sa liste des bureaux autorisés à délivrer et à payer les mandats, et que les autres mesures d'exécution pourront être modifiées par les deux Administrations, toutes les fois que, d'un commun accord, elles en reconnaîtront la nécessité.

ARTICLE 10.

:h of the two Administrations is em-
red, under extraordinary circum-
es, which may be of a nature to war-
:he measure, to suspend temporarily
ıoney-order service between the two
ries; provided, however, that no-
f such suspension be given to the
Administration immediately, and,
med necessary, by means of the tele-
ı.

ARTICLE 10.

Chacune des deux Administrations pourra, dans des circonstances extraordinaires qui seraient de nature à justifier la mesure, suspendre temporairement le service des mandats internationaux, à condition d'en donner immédiatement avis, au besoin par le télégraphe, à l'autre Administration.

ARTICLE 11.

› present Convention shall take effect
e first day of April, 1880.
shall remain in force, from year to
until one year after one of the two
acting parties shall have notified
ther of its intention to terminate it.

ring such final year, the Convention
continue to be fully and entirely ex-
d, without prejudice of the adjust-
and payment of the accounts, after
xpiration of the term in question.

ARTICLE 11.

La présente Convention sera mise à exécution à partir du 1er avril 1880.

Elle demeurera obligatoire d'année en année jusqu'à ce que l'une des deux parties contractantes ait annoncé à l'autre, mais un an à l'avance, son intention d'en faire cesser les effets.

Pendant cette dernière année la Convention continuera d'avoir sa pleine et entière exécution, sans préjudice de la liquidation et du solde des comptes après l'expiration du dit terme.

ARTICLE 12.

› ratifications of the present Conven-
hall be exchanged prior to the first
›f March, 1880.
witness whereof the respective Plen-
ntiaries have signed the present
ention and have affixed thereto their

ARTICLE 12.

Les ratifications de la présente Convention seront échangées avant le 1er mars 1880.

En foi de quoi les Plénipotentiaires respectifs ont signé la présente Convention et y ont apposé leurs cachets.

›cuted in duplicate and signed at
ington the 29th day of December,

Fait en double original et signé à Washington le 29me jour de décembre 1879.

e Postmaster-General of the United
s:
›f the Post Office
artment of the
:ed States.]
D. M. KEY.

Le Ministre de France aux États-Unis:
[Cachet de la Légation de France à Washington.]
MAX. OUTREY.

ereby approve the foregoing Convention, and in testimony thereof I have caused
eal of the United States to be hereto affixed.
AL.]
R. B. HAYES.

the President:
WM. M. EVARTS,
Secretary of State.

ASHINGTON, *January 2d, 1880.*

[Translation.]

Having seen and examined the said Convention, we have approved the same, and do now approve it in virtue of the provisions of the law passed by the Senate and Chamber of Deputies. We declare that it is accepted, ratified and confirmed, and we promise that it shall be inviolably observed.

In witness whereof we have given these presents and fixed thereto the seal of the Republic.

At Paris, March 18, 1880.

By the President of the Republic:

[Seal of the Republic of France.] JULES GRÉVY.

Ayant vu et examiné la dite Convention, nous l'avons approuvé et approuvons en vertu des dispositions de la loi votée par le Sénat et par la Chambre des Députés. Déclarons qu'elle est acceptée, ratifiée et confirmée et promettons qu'elle sera inviolablement observée.

En foi de quoi nous avons donné les présentes, revêtues du Sceau de la République.

A Paris, le 18 mars 1880.

Par le Président de la République:

[Sceau de la République Française.] JULES GRÉVY.

Detailed regulations agreed to and established for the execution of Convention between the United States and France, of December 29, 1879. Signed at Washington, December 29, 1879, and at Paris, February 3, 1880.

The undersigned, duly authorized for that purpose, with reference to Articles 1, 2, 5, 7 and 9 of the Convention concerning the exchange of postal money orders between the United States and France, have, on behalf of their respective Administrations, arranged the following provisions for securing the execution of the said Convention.

ARTICLE 1.

The Postal Administration of the United States shall furnish, as soon as practicable, to the Postal Administration of France, the names of the United States post offices, which may be authorized to issue money orders payable in France and Algeria, and to pay money orders originating in France and Algeria.

On the other hand, the Postal Administration of France shall furnish, as soon as practicable, to the Postal Administration of the United States the names of the French post offices which may be authorized to issue money-orders payable in the United States and to pay money-orders originating in the United States.

The two Administrations shall reciprocally notify each other, in advance, of all changes which may subsequently be made in their respective lists of such post offices.

ARTICLE 2.

The two Administrations shall reciprocally notify each other, before putting them in operation, of the schedule of fees, and of the rate of monetary conversion which they shall have adopted in pursuance of Articles 2 and 5 of the Convention, and also of any changes which they may subsequently make therein.

Les soussignés, dûment autorisés à cet effet, vu les Articles 1, 2, 5, 7, et 9, de la Convention concernant l'échange des mandats de poste entre les États-Unis et la France, ont, au nom de leurs Administrations respectives, arrêté les dispositions suivantes pour assurer l'exécution de la dite Convention.

ARTICLE 1.

L'Administration des Postes des États-Unis fournira, dans le plus bref délai, à l'Administration des Postes de France la nomenclature des bureaux de poste américains qu'elle autorisera à émettre des mandats sur la France et l'Algérie et à payer les mandats provenant de la France et de l'Algérie.

Réciproquement, l'Administration des Postes de France fournira, dans le plus bref délai, à l'Administration des Postes des États-Unis, la nomenclature des bureaux de poste français qu'elle autorisera à émettre des mandats sur les États-Unis et à payer les mandats provenant des États-Unis.

Les deux Administrations se notifieront réciproquement à l'avance les modifications que comporteront ultérieurement leurs nomenclatures respectives.

ARTICLE 2.

Les deux Administrations se notifieront réciproquement, avant application, l'echelle des taxes et le taux de conversion monétaire qu'elles auront adoptés en exécution des Articles 2 et 5 de la Convention, ainsi que les modifications qu'elles pourront adopter ultérieurement à cet égard.

ARTICLE 3.

orders issued by the post offices of
e and Algeria shall conform to model
nnexed to the present Regulations.
orm of the orders issued by the
l States post offices will conform, as
as practicable, to the same model.

h Administration shall have the
to modify the form of the model
it uses, but all modifications there-
st be previously brought to the
ledge of the other Administration.

ARTICLE 4.

tal money orders must not contain
es or interlineations, even if the
ire certified in the margin.
y must be delivered to the remit-
o be forwarded by them, at their
xpense, to the payees.

ARTICLE 5.

post office which issues an order is
ed to transmit to the office charged
ts payment, through the intermedi-
gency of an exchange office estab-
at New York, N. Y., an advice ex-
ng very legibly, and in written
cters, the following, to wit:
The name of the issuing office;
The name of the office, and of the
ry of destination, and, if relating to
der, payable in the United States,
me of the State in which such office
ated;
The amount, in the money of the
ry of destination, which is to be
o the owner of the order, and, if the
nistration of the country of origin
it expedient, the sum received for
der from the remitter, in the money
t country, may, in addition, be in-
d thereon;
The surnames, and the given names,
east the initials of the given names,
remitter and of the payee of the

will be sufficient, however, for the
se, to make use, in the case of a
ess house, of its commercial designa-
nd, in the case of a corporation, of
me of the manager, the secretary,
authorized agent thereof.
advice must also bear the impress
dated stamp of the issuing post of-
d also the signature of the receiver
the postmaster of that office.
ust be forwarded to New York by
st mail subsequent to the issue of
der.

ARTICLE 3.

Les mandats délivrés par les bureaux de poste de France et d'Algérie seront conformes au modèle "A" annexé au présent Règlement. La formule des mandats délivrés par les bureaux de poste des États-Unis s'accordera aussi exactement que possible avec le même modèle.

Chaque Administration aura la faculté de modifier la forme du modèle qu'elle emploiera, mais toute modification devra être portée préalablement à la connaissance de l'autre Administration.

ARTICLE 4.

Les mandats de poste devront être sans rature ni surcharge, même approuvée.

Ils seront remis aux déposants, pour être envoyés, par les soins de ceux-ci, aux destinataires.

ARTICLE 5.

Le bureau qui émettra un mandat adressera par l'intermédiaire d'un bureau d'échange établi à New York, au bureau chargé de payer ce mandat, un avis exprimant très-lisiblement et en toutes lettres savoir:

1er. Le nom du bureau expéditeur;

2°. Le nom du bureau et du pays de destination et, s'il s'agit d'un mandat payable aux États-Unis, le nom de l'État dans lequel est situé le bureau destinataire.

3°. La somme, en monnaie du pays de destination, qui devra être payée au bénéficiaire du mandat, et, si l'Administration du pays d'origine le juge à propos, la somme en monnaie de ce pays, versée par l'expéditeur;

4°. Les noms et prénoms, ou tout au moins les initiales des prénoms, de l'expéditeur et du destinataire des fonds.

Toutefois, il suffira, le cas échéant, de la désignation de la raison sociale, pour une maison de commerce, et du nom du directeur, du sécrétaire, ou du fondé de pouvoirs, pour une compagnie ou un établissement quelconque.

L'avis portera, en outre, le timbre à date du bureau expéditeur, ainsi que la signature du receveur ou du Postmaster de ce bureau.

Il sera expédié sur New York par le plus prochain courrier qui suivra la délivrance du mandat.

ARTICLE 6.

Every advice, from either of the two countries, of a money order payable in the other, shall be verified by the Exchange Office of New York.

Those which shall be found incomplete, or not in conformity with the provisions of the foregoing Article 5, shall be returned to the issuing office for completion or correction.

Those found correct shall be stamped by the Exchange Office of New York, with the date of their receipt at said Office, and with a special number corresponding to that upon the records of that Office; and they shall also be furnished with an endorsement indicating the amount to be paid by the Office of destination.

The indorsement by the New York Exchange Office, upon advices destined for payment in France and Algeria will be as follows:.

Mandat valable en France.....

pour.....francs

et.....centimes

Post Master

of exchange office of New York.

Each advice which does not bear this indorsement will be considered as invalid, and will be returned to the Exchange Office of New York.

In case of the presentation of an order at the paying office, the amount of which does not agree with the amount indorsed upon the advice by the New York Exchange Office, such order will be considered as irregular and will be treated as hereinafter provided in Article 10.

ARTICLE 7.

As a general rule, lost or missent advices will be replaced at the request of the paying office with the least possible delay, by duplicates to be issued by the Exchange Office of New York.

If the original advice has not been received by the Exchange Office of New York, the latter will indorse the fact upon the request for a duplicate and will forward it to the office alleged to have is-

ARTICLE 6.

Tous les avis d'émission de l'un des deux pays pour l'autre seront vérifiés par le bureau d'échange de New York.

Ceux qui seront incomplets ou non conformes aux prescriptions de l'article 5 prédédent, seront renvoyés par ce bureau au bureau d'origine pour être complétés ou corrigés.

Ceux qui seront reconnus réguliers seront revêtus par le bureau d'échange de New York d'un timbre constatant la date de réception à ce bureau, d'un numéro spécial correspondant à leur transcription sur ses registres, et d'une griffe indiquant la somme à payer par le bureau destinataire.

La griffe appliquée par le bureau d'échange de New York sur les avis d'émission à destination de la France et de l'Algérie sera ainsi conçue:

Mandat valable en France.....

pour.....francs

et.....centimes

Post Master

of exchange office of New York.

Tout avis d'émission non revêtu de cette griffe sera considéré comme non valable et renvoyé au bureau d'échange de New York.

Dans le cas où, lors de la présentation du mandat au bureau destinataire, le montant indiqué par la griffe du bureau d'échange de New York ne concorderait pas avec le montant exprimé sur le mandat, celui-ci sera considéré comme irrégulier et traité suivant les dispositions de l'Article 10 ci-après.

ARTICLE 7.

En règle générale, les avis d'émission, perdus ou égarés, seront, sur la demande du bureau destinataire, remplacés par des duplicata de ces avis, que délivrera, dans le plus bref délai, le bureau d'échange de New York.

Si l'avis original ne lui est pas parvenu, le bureau d'échange de New York annotera en conséquence la demande de duplicata et la transmettra au bureau signalé comme ayant émis le mandat; auquel cas

› order.. In such case the dupli-
ll be furnished, without delay, by
named office to said Exchange

cate advices must, in all cases,
ıhe corresponding orders can be
ceive the indorsement of the Ex-
Office, required by Article 6
to be placed upon the originals.
application for a duplicate shall
› out upon a blank conforming or
ns to model "B" annexed to these
ions.

ARTICLE 8.

es, requests for duplicates, replies
requests, as well as the dupli-
emselves passing from the United
to France and Algeria, shall be
ıt to the New York Exchange Of-
ich shall forward them under en-
ıddressed to the French office of
tion.
es, requests for duplicates, replies
requests, as well as the dupli-
emselves passing from France and
to the United States, shall be
›y the sending office in envelopes
ed to the New York Exchange

nvelopes above mentioned shall
. or be similar to model "C" an-
› these Regulations.

ARTICLE 9.

ent of orders issued under the au-
of the Convention of December
, can be exacted only at the post
payment named upon the order,
until after the receipt by that
f the advice required by Article 5

ARTICLE 10.

s, the payment of which cannot
ted for the followng reasons,

rroneous, insufficient, or ambig-
atement of the name, or of the
e of the payee;
screpancies or omissions in names
nounts upon either the advice or
r;
rasures or alterations in the text;

)missions of stamps or of signa-

be returned for correction, com-
or reissue, as the case may be, to
ing Administration through the
of the office and Administration
ayment shall have been claimed.

corrections shall be furnished
› least possible delay.

le duplicata ou la réponse à la demande de duplicata sera adressée sans retard par ce dernier bureau au bureau d'échange de New York.

Les duplicata d'avis devront, dans tous les cas, pour être valables, avoir été frappés par le bureau d'échange de New York du timbre dont l'Article 6 précédent prescrit l'application sur les avis originaux.

Toute demande de duplicata d'avis d'émission sera dressée sur une formule conforme ou analogue avec modèle "B" annexé au présent Règlement.

ARTICLE 8.

Les avis d'émission, les demandes de duplicata d'avis d'émission, ainsi que les réponses à ces demandes ou les duplicata eux-mêmes provenant des États-Unis seront dirigés d'abord sur le bureau d'échange de New York chargé de les mettre sous enveloppe à l'adresse du bureau français destinataire.

Les avis d'émission, les demandes de duplicata d'avis d'émission, ainsi que les réponses à ces demandes ou les duplicata eux-mêmes provenant de la France et de l'Algérie seront placés sous enveloppe par le bureau expéditeur à l'adresse du bureau d'échange de New York.

Les enveloppes sus-mentionnées seront conformes ou analogues au modèle "C" annexé au présent Règlement.

ARTICLE 9.

Le paiement des mandats dont l'émission est autorisée par la Convention du 29 décembre 1879, ne pourra être exigé qu'au bureau de poste désigné sur le mandat comme chargé d'en acquitter le montant et qu'après l'arrivée à ce bureau de l'avis mentionné dans l'Article 5 précédent.

ARTICLE 10.

Les mandats dont le paiement n'aura pu être effectué pour l'une des causes suivantes:

1°. Indication inexacte, insuffisante ou douteuse du nom ou du domicile des bénéficiaires;

2°. Différences ou omissions de noms ou de sommes, tant sur l'avis que sur le mandat;

3°. Ratures ou surcharges dans les inscriptions;

4°. Omissions de timbres ou de signatures;

Seront renvoyés, pour être corrigés, complétés ou remplacés suivant les cas, à l'Administration qui les aura émis et par l'intermédiaire du bureau et de l'Administration du pays où le paiement aura été réclamé.

Cette régularisation devra être opérée dans le plus bref délai possible.

ARTICLE 11.

Money orders shall be valid during a period of twelve months after the day of their issue.

After the expiration of that time, the advice of an unpaid order shall be returned to the Administration of the country of origin, and the amount of the order shall remain at the disposal of that Administration.

For the execution of this provision the Postal Administration of the United States will cause the proper entries to be made in the records of the New York Exchange Office.

ARTICLE 12.

Orders may be repaid to the remitters upon the simple presentation of the order at the issuing office, but only after the return of the advice to that office, which, to that end, if it has been forwarded, shall be recovered by the issuing Administration from the Administration of the country of destination. In such case, the Postal Administration of the United States will cause the proper entries to be made in the records of the New York Exchange Office.

ARTICLE 13.

Orders missent, lost or destroyed may be replaced by authorizations for payment, or by duplicates, to be furnished by the issuing Administration, but only after it shall have been ascertained by that Administration, in concert with the other, should occasion require, that the original orders have not been paid or repaid.

ARTICLE 14.

The remitter of an order missent, lost or destroyed, must furnish, in order to obtain repayment thereof, a declaration from the payee to the effect that the same has not reached him, or, if received, that it has not been transferred by indorsement, or otherwise disposed of by him; or that it has been lost or destroyed after its receipt.

The Administration of the country of origin will not, however, authorize repayment until after the Administration of the country of destination shall have returned the advice or furnished a declaration that it has not paid, and will not pay the order.

In such case the United States Postal Administration will cause the proper entries to be made in the records of the New York Exchange Office.

ARTICLE 11.

Les mandats seront valables pendant un délai de douze mois à partir du jour de leur émission.

Passé ce terme, l'avis d'émission afférent à un mandat non payé sera renvoyé à l'Administration du pays d'origine et le montant du mandat sera remis à la disposition de cette Administration.

En pareil cas, l'Administration des Postes des États-Unis fera rectifier en conséquence les écritures du bureau d'échange de New York.

ARTICLE 12.

Les mandats pourront être remboursés aux expéditeurs sur la simple production du titre au bureau qui l'aura délivré, mais après la rentrée à ce bureau de l'avis d'émission, qui sera réclamé à cette fin, s'il y a lieu, à l'Administration du pays de destination par l'Administration du pays d'origine; auquel cas l'Administration des Postes des États-Unis fera rectifier en conséquence les écritures du bureau d'échange de New York.

ARTICLE 13.

Les mandats égarés, perdus, ou détruits, pourront être remplacés par des autorisations de paiement ou des duplicata que délivrera l'Administration à laquelle les fonds auront été confiés, mais seulement lorsqu'il aura pu être constaté par cette Administration de concert avec l'Administration correspondante, s'il y a lieu, que les mandats n'ont été ni payés ni remboursés.

ARTICLE 14.

L'envoyeur d'un mandat égaré, perdu ou détruit, devra, pour en obtenir le remboursement, fournir une déclaration du destinataire portant que le mandat n'a été ni aliéné ni transmis par voie d'endossement, qu'il ne lui est pas parvenu, ou qu'il a été adiré ou détruit après la réception.

L'Administration du pays d'origine n'accordera toutefois le remboursement qu'après que l'Administration du pays de destination lui aura renvoyé l'avis d'émission ou déclaré qu'elle n'a pas payé et ne paiera pas le mandat.

En pareil cas l'Administration des Postes des États-Unis fera rectifier en conséquence les écritures du bureau d'échange de New York.

ARTICLE 15.

he expiration of each month, the Administration of the United will cause to be prepared two de- accounts presenting respectively, one hand, a list of all the money , originating in either of the two ies, the advices of which shall een certified and dispatched by the ork Exchange Office during such ; and on the other hand, a list of ney orders, the advices of which ıave been restored during the same , by the Administration of the y of destination to the Adminis- ı by which the orders were issued. se accounts, made out upon blanks ming respectively to model "D No. l "D No. 2," annexed to these Regu- s, shall be forwarded, for verifica- ıy the French Postal Administra- within one week after the close of onth.

r the aforesaid accounts shall have pproved, the Administration of the y of origin will add, in each case total amount of the orders issued by l in the same money, three-fourths* per cent. of said amount, conform- o Article 3 of the Convention of ıber 29th, 1879, after which it will t from the sum total of the orders by it the sum total of the unpaid of the same origin, the amounts of shall have been restored by the Administration.

difference will constitute the net ıt of the credit, for that month, of lministration of the country of des- on.

ARTICLE 16.

detailed accounts designated in the ling Article will be recapitulated erly, under the direction of the h Postal Administration, in a gen- ccount, for the purpose of exhibit- e exact results of the exchange of orders between the two countries. ccount shall be made on a form like ıodel "E" annexed to the present ations.

the purpose of balancing said ac- the conversion of one money into ther shall be made in compliance the terms of the second paragraph icle 7 of the Convention of Decem- , 1879. To that end the debtor Ad- tration shall forward to the creditor nistration a certified tabular state- of the rates of exchange, at Paris lew York, as the case may be, quoted business day during the preceding er.

difference forming the balance of count shall be paid by means of f exchange upon Paris or upon New according to the nature of the case,

ARTICLE 15.

A l'expiration de chaque mois l'Administration des Postes des États-Unis fera établir deux comptes particuliers présentant respectivement, d'une part, l'énumération de tous les mandats originaires de l'un des deux pays et dont les avis d'émission auront été certifiés et ré-expédiés par le bureau d'échange de New York, pendant la période mensuelle, et d'autre part, l'énumération de tous les mandats dont les avis d'émission auront été renvoyés, pendant la même période, par l'Administration du pays de destination à l'Administration du pays d'origine.

Ces comptes, dressés sur des formules respectivement conformes aux modèles "D, No. 1" et "D, No. 2," annexés au présent Règlement, seront soumis à la vérification de l'Administration des Postes de France, au cours de la semaine qui suivra la clôture de chaque mois.

Dès que les comptes précités auront été approuvés, l'Administration du pays d'origine ajoutera, dans chaque cas, au total du montant des mandats émis par elle, et en même monnaie, trois quarts d'un pour cent du dit montant, conformément à l'Article 3 de la Convention du 29 décembre 1879, puis elle déduira de la somme totale afférente aux mandats émis par elle la somme totale afférente aux mandats de même origine, dont le montant lui aura été remboursé par l'autre Administration.

La différence fournira le montant net de la créance mensuelle de l'Administration du pays de destination.

ARTICLE 16.

Les comptes particuliers désignés dans l'Article précédent seront récapitulés, tous les trois mois, par le soin de l'Administration des Postes de France, dans un compte général destiné à présenter les résultats définitifs de l'échange des mandats entre les deux pays. Ce compte sera établi sur une formule conforme au modèle "E" annexé au présent Règlement.

Pour la balance du dit compte, la conversion des monnaies sera établie conformément au deuxième alinéa de l'Article 7 de la Convention du 29 décembre 1879. À cet effet, l'Administration débitrice devra adresser à l'Administration créancière un tableau certifié exact du cours du change coté chaque jour de bourse, à Paris ou à New York, suivant le cas, pendant le trimestre précédent.

La différence formant le solde du compte sera payée au moyen de traites sur Paris ou sur New York, selon le cas, en monnaie d'or de l'office créditeur et

*Changed to one-half of one per cent. See note at foot of page (151 ½).

in the money, of gold value, of the creditor Administration, and without any charge to the latter. The expense attending the remittance of bills of exchange is to be borne by the debtor office.

This payment shall be effected without delay and at the latest, within fifteen days after the account shall have been agreed to as correct.

ARTICLE 17.

Whenever, in the interval between the quarterly settlements, one of the two Administrations shall find that it owes to the other a sum exceeding twenty-five thousand francs, or five thousand dollars, the indebted Administration shall pay the approximate amount of such indebtedness, with the least possible delay, to the other Administration.

Such payment shall be entered as a credit in the next general account.

ARTICLE 18.

The orders shall remain in the possession of the Administration which shall have paid them. But each of the two Administrations agree to place, temporarily, at the disposal of the other Administration, any paid order the transmission of which shall have been requested by the latter.

ARTICLE 19.

Each of the two Administrations reserves the right to employ in the future, for its issues, the form of open order in use between the countries of the Universal Postal Union that subscribed to the Arrangement of June 4th, 1878.

In such case the two Administrations will fix, by mutual agreement, the arrangements necessary to secure the execution of the measure provided for in this Article.

ARTICLE 20.

These regulations shall take effect the day upon which the Convention of December 29th, 1879, is put in force.

Done in duplicate and signed at Washington, the 29th of December, 1879, and at Paris the 3d of February, 1880.

Postmaster General of the United States:

[Seal of the Post Office Department of the United States.] D. M. KEY.

sans aucune perte pour celui-ci, les frais d'envoi des traites restant à la charge de l'office débiteur.

Ce paiement devra être effectué sans délai et, au plus tard, dans le délai de quinze jours après que le compte aura été contradictoirement arrêté.

ARTICLE 17.

Toutes les fois que dans l'intervalle des liquidations trimestrielles, l'une des deux Administrations se trouvera créancière de l'autre Administration pour une somme supérieure à vingt-cinq mille francs ou cinq mille dollars, l'Administration débitrice devra envoyer le montant approximatif de sa dette, dans le plus bref délai, à l'autre Administration.

Ce paiement formera un à-compte à valoir sur la liquidation du prochain compte général.

ARTICLE 18.

Les mandats resteront en la possession de l'Administration qui les aura payés. Mais chacune des deux Administrations s'engage à mettre, momentanément, à la disposition de l'autre Administration, tout mandat payé dont celle-ci demandera communication.

ARTICLE 19.

Chacune des deux Administrations se réserve, pour l'avenir, la faculté de faire usage, pour ses émissions, du modèle de mandats *à découvert*, en vigueur dans les relations entre les pays de l'Union Postale universelle, signataires de l'arrangement du 4 juin 1878.

Le cas échéant, les deux Administrations règleront d'un commun accord, les dispositions nécessaires pour assurer l'exécution de la mesure prévue au présent Article.

ARTICLE 20.

Le présent Règlement sera exécutoire à partir du jour de la mise en vigueur de la Convention du 29 décembre 1879.

Fait en double et signé à Washington le 29 décembre 1879, et à Paris le 3 février 1880.

Le Ministre des Postes et des Télégraphes de France:

[Seal of the Postal Administration of France.] AD. COCHERY.

SWEDEN.

1885.

ention for an exchange of Money-Orders between the Kingdom of Sweden and the public of the United States of America, signed at Stockholm, December 27, 1884, and Washington, February 17, 1885.

ARTICLE 1.

Exchange of money-orders.

tween the Kingdom of Sweden and Republic of the United States of rica there shall be a regular exchange oney-Orders.

ARTICLE II.

Offices of exchange.

The Money-Order Service between :wo countries shall be performed ex-ively by means of offices of exchange.

The office of exchange, on the part :he Kingdom of Sweden, shall be mö, and, on the part of the Republic he United States of America, New ς, N. Y.

ARTICLE III.

Maximum amount of orders.

The maximum amount for which a ey-order may be drawn in Sweden a the United States shall be one hun-l eighty-six (186) Kronor, 50 öre; and maximum amount for which a money-r may be drawn in the United States Sweden shall be fifty dollars ($50.).* :imum amount subsequently changed ne hundred dollars, by mutual agree-t between the parties to this conven-

This maximum of 186 Kroner, 50 öre, ectively 50 dollars, may, however, be eased to three hundred seventy-three) Kroner, respectively, one hundred ars ($100.) by mutual agreement be-en the Post-Offices of the two coun-s, provided the Post-Office Depart-t of the United States of America is norized, by law, to assent to such an ease.*(1)

ARTICLE IV.

Payment in gold coin.

ayment, in either country, shall be le in gold coin or its equivalent in the rency of such country.

ARTIKEL I.

Utvexling af Postanvisningar.

Mellan konungariket Sverige och republiken Amerikas Förenta Stater skall en regelbunden utvexling af postanvisningar ega rum.

ARTIKEL II.

Utvexlingspostanstalter.

1. Utvexlingen af postanvisningar mellan de båda länderna skall förmedlas genom särskildt dertill utsedda utvexlingspostanstalter.

2. Postkontoret i Malmö är utsedt till utvexlingspostanstalt för konungariket Sverige och postkontoret i New York, N. Y., är utsedt till utvexlingspostanstalt för republiken Amerikas Förenta Stater.

ARTIKEL III.

Maximibelopp för Postanvisningar.

1. Det högsta belopp, på hvilket en postanvisning kan utställas i Sverige till de Förenta Staterna, utgör etthundra åttatiosex (186) kronor 50 öre, och de högsta belopp, på hvilket en postanvisning kan utställas i de Förenta Staterna till Sverige, utgör femtio (50) dollars.

2. Detta maximibelopp 186 kroner 50 öre resp. 50 dollars kan likväl, efter öfverenskommelse mellan de båda ländernas Postförvaltningar, höjas till 373 kronor resp. 100 dollars, förutsatt att Postdepartementet i Amerikas Förenta Stater blifvit lagligen bemyndigadt att ingå på en sådan höjning.

ARTIKEL IV.

Utbetalning i guld.

Uthetalningen skall i hvartderalandet verkställas i guld eller dess motsvarande värde i annat gångbart mynt.

* The maximum amount has been increased to one hundred dollars for either country.

ARTICLE V.

Commission.

1. The Post Offices of the respective countries shall each have power to fix from time to time the rates of commission to be charged on all money-orders they may respectively issue.

2. The commission, so charged, to belong to the country of issue; but the Swedish Post-Office shall pay to the Post-Office of the United States three-fourths of one per cent. on the amount of money-orders issued in Sweden and advised to the United States, and the Post-Office of the United States shall make a like payment on the amount of money-orders issued in the United States and advised to Sweden.*(2)

3. Such payments to be calculated on the totals of the lists (A) exchanged every quarter of a year by the two countries.

ARTIKEL V.

Postanvisningsafgift.

1. De båda ländernas Postförvaltningar skola, hvar för sig, ega rätt att fastställa den afgift, som vid olika tider bör af afsändare erläggas för postanvisning, som inom vederbörande land utställes.

2. Denna afgift tillfaller det land, som utstält anvisningen, men det Svenska Postverket skall till Förenta Staternas Postverk betala trefjerdedels procent å sammanlagda beloppet af de postanvisningar, som äro utstälda i Sverige, för att utbetalas inom de Förenta Staterna, och på samma sätt skall Förenta Staternas Postverk till det Svenska utgöra enahanda procents utbetalning å beloppet af postanvisningar, utstälda i de Förenta Staterna för att utbetalas inom Sverige.

3. Denna procent beräknas å totalsummorna i de förteckningar (A), som för hvart qvartal utvexlas mellan de båda länderna.

ARTICLE VI.

Rate of exchange.

1. The conversion of the money of the two countries shall be in accordance with the average rate of exchange, which, it is agreed, shall be taken at three Kronor, 73 Öre to the gold dollar.*(3)

2. The two offices are, however, authorized to fix by common agreement another rate of conversion, should the course of exchange between the two countries render such a step necessary.

3. No account shall be taken of any fraction of a cent or of 4 Öre.

ARTIKEL VI.

Myntreduktion.

1. Reduktionen af de båda ländernas mynt verkställes efter en öfverenskommen medelvexelkurs af tre kronor 73 öre för en dollar i guld.

2. De båda Posttförvaltningarna kunna likväl gemensamt öfverenskomma om äfven annan kurs för myntförvandlingen, derest vexelkursen mellan de båda länderna skulle gifva anledning till vidtagande af en dylik åtgärd.

3. Bråktal af en cent och belopp af mindre än 4 öre tagas ej i beräkning.

ARTCLE VII.

Particulars to be observed for a money-order.

1. No money-order shall be issued, unless the remitter furnish, in full, the surname, and at least the initial of one christian name both of the remitter and of the payee; or, the name of the firm or company who are the remitters or the payees; together with the exact address of the person or firm to whom the money is to be paid; and the address of the remitter.

2. The Post-Office of the addressee shall be given with the greatest possible accuracy and, for money-orders to Sweden, the government and, for money-orders to

ARTIKEL VII.

Särskilda föreskrifter rörande postanvisningar.

1. Ingen postanvisning får utställas, med mindre afsändaren angifver hela tillnamnet och åtminstone begynnelsebokstafven till ett af förnamnen såväl å afsändaren som å emottagaren eller namnet på den firma eller det bolag, som är afsändare eller emottagare, tillika med den fullständiga adressen å den person eller firma, till hvilken anvisningen skall utbetalas, äfvensom afsändarens adress.

2. Adressorten bör uppgifvas så noga som möjligt och dervidsärskildt utsättas, för postanvisningar till Sverige, det län och, för postanvisnilgar till Förenta

*Subsequent to the execution of this Convention the following changes have been made therein by mutual agreement between the parties thereto:

(1) The commission has been reduced from three-fourths of one per cent to one-half of one per cent.

(2) Each of the contracting Postal administrations has been authorized to fix the rate of conversion into the money of the country of payment, of the amounts of money orders issued within its own domain.

the United States, the State and if possible the county, within which the Post-Office of the addressee is situated, shall be specially indicated.

ARTICLE VIII.

Duplicate orders.

1. In the event of a money order miscarrying or being lost, a duplicate shall be granted by the chief office of the country of payment, on written application being made by the payee.

2. On the receipt of a similar application from the payee, instructions shall be given to stop payment of a money-order.

ARTICLE IX.

Alterations in names of payees.

Corrections of errors in the names of payees shall be effected by chief office of the country of issue at the request of the remitter.

ARTICLE X.

Repayment of orders.

1. Repayment of an order shall not, in any case, be made, until it has been ascertained from the chief office of the country where such order is payable that the order has not been paid.

2. At the end of every quarter, each postal administration shall show, in a list similar to Form B, annexed, the particulars of all orders which it has been authorized to repay to the original remitters; and the total amount of such list, which for this purpose shall be transmitted to the accounting department of the General Post Office at Stockholm, shall be entered to the credit of such administration in the account mentioned in Article XVII.

ARTICLE XI.

Unpaid money-orders.

1. Money-orders, which shall not have been paid within twelve calendar months from the month of issue, shall become void. The sums received from such money-orders shall accrue to and be at the disposal of the country of origin.

2. The Swedish office shall, therefore, enter in the quarterly account (Article

Staterna, den stat och om möjligt den krets, inom hvilket eller hvilen adressorten är belgäen.

ARTIKEL VIII.

Postanvisningsduplett.

1. I händelse en anvisning blifvit felsänd eller förkommit, skall af utvexlingspostkontoret i det land, der anvisningen är betalbar, på skriftlig anhållan af adressaten, utställas en duplettanvisning.

2. Vid emottagande af en dylik framställning af adressaten, skall meddelas föreskrift att inställa den ursprungliga anvisningens betalning.

ARTIKEL IX.

Rättelser af felaktigheter rörande adressatens namn.

Rättelser af felaktigheter i afseende å adressatens namn skola, på begäran af afsändaren, verkställas af utvexlingspostkontoret i det land, hvarifrån anvisningen utgått.

ARTIKEL X.

Återbetalning.

1. Återbetalning af ett anvisningsbelopp eger icke under någon omständighet rum, med mindre än att från utvexlingspostkontoret i det land, der anvisningen är betalbar, ingått underrättelse at anvisningen ej blifvit inlöst.

2. Vid slutet af hvarje quartal skall hvardera Postförvaltningen lemna en detaljerad förteckning, i enlighet med bifogade formulär B, å alla postanvisningar, som samma Förvaltning bemyndigats att åter betala till anvisningernas afsändare, och totalsummorna af dessa förteckningar, som för sådant ändamål skola till Generalpost styrelsens kameralbyrå i Stockholm insändas, krediteras vederbörande Postverk i afräkningen, omnämnd i artikel XVII.

ARTIKEL XI.

Obeställbara postanvisningar.

1. Anvisning, som icke infriats inom tolf kalendermånader, den månad oräknad, under hvilken anvisningen utställts, upphör att vidare gälla. Beloppet för en sådan postanvisning skall tillgodoföras och förblifva till disposition af afsändningslandet.

2. Svenska Postförvaltningen skall derföre i qvartalsafräkningen (art. XVII)

ARTICLE 3.

For Article XIII of the Convention in question the following Article shall be substituted, viz:

"Each Administration is authorized to fix, at any time, the rate of conversion of its own money into that of the country of destination, but shall notify the other of the rate of conversion established under this Article, and of any change that may be made therein.

ARTICOLO 3.

All' Articolo XIII della Convenzione di cui sopra sarà sostituito l' Articolo sequente, cioè:

"Ciascuna Amministrazione è autorizzata a stabilire, in qualunque epoca, il tasso di conversione della sua propria moneta in quella del Paese di destinazione, ma dovrà notificare all' altra il tasso di conversione stabilito in forza del presente Articolo e ogni variazione del medesimo."

ARTICLE 4.

The present Additional Convention shall take effect on the first day of October one thousand eight hundred and eighty, and shall continue in force twelve months after the date at which one of the contracting parties shall have notified the other of its intention to terminate it.

Done in duplicate and signed in Washington on the twenty fourth day of August, in the year of our Lord, one thousand eight hundred and eighty, and in Rome on the ninth of August, in the year of our Lord one thousand eight hundred and eighty.

[Seal of the Post Office Department of the United States.] D. M. KEY,
Postmaster General of the United States.

ARTICOLO 4.

La presente Convenzione Addizionale avrà effetto dal primo di Ottobre mille ottocento ottanta e continuerà ad essere in vigore fino a dodici mesi dopo il giorno in cui una delle parti contraenti avrà notificato all' altra la sua intenzione di porvi termine.

Fatto in duplicato e firmato a Washington addì venti quattro Agosto, dell' anno del Signore mille ottocento ottanta, e a Roma addì Nove Agosto dell' anno del Signore mille ottocento ottanta.

Il Direttore Generale delle Poste del Regno d' Italia.

[Seal of the Post-office Department of the Kingdom of Italy.] A. CAPECELATRO.

I hereby approve the foregoing convention, and in testimony thereof, I have caused the seal of the United States to be hereto affixed.

R. B. HAYES.

[Seal of the United States.] By the President:
JOHN HAY,
Acting Secretary of State.

WASHINGTON, *Aug.* 25, 1880.

FRANCE.

1879.

Convention for the exchange of postal money orders between the United States and France.

The undersigned, David M. Key, Postmaster General of the United States of America, in virtue of the powers vested in him by law, and Maxime Outrey, Commander of the National Order of the Legion of Honor, Envoy Extraordinary and Minister Plenipotentiary from France to the United States of America, &c., &c., in the name of his Government, and by virtue of the powers which he has formally presented to this effect, have agreed upon the following convention:

ARTICLE 1.

The transmissions of sums of money may be made by mail from France and

Convention pour l'échange des mandats de poste entre les États-Unis et la France.

Les soussignés, David M. Key, Postmaster-Général des États-Unis d'Amérique, agissant en vertu des pouvoirs qu'il tient de la loi, et Maxime Outrey, Commandeur de l'Ordre National de la Légion d'Honneur, Envoyé extraordinaire et Ministre Plénipotentiaire de France aux Etats-Unis d'Amérique, &c., &c., agissant au nom de son Gouvernement, et en vertu des pleins pouvoirs qu'il a formellement présentés à cet effet, ont conclu la Convention suivante.

ARTICLE 1.

Des envois de fonds pourront être faits, par la voie de la poste, tant de la France

Algeria to the United States of North America, and from the United States of North America to France and Algeria.

Such transmission is to be effected by means of money orders drawn by post offices in one country upon post offices in the other.

The amount of each order shall not exceed two hundred and fifty francs, or fifty dollars.*

The two Administrations, however, may, by common agreement, increase this maximum to five hundred francs, or one hundred dollars.

Each of the two contracting countries reserves the right to declare transferable, within its territory, by means of endorsement, the ownership of orders originating in the other.

ARTICLE 2.

A fee, to be fixed by the Postal Administration of the country of origin, shall be collected from the remitter upon each sum of money transmitted in pursuance of the preceding article.

This fee shall not, however, exceed one and one half per cent. upon the amounts constituting the divisions in the schedule of fees.

ARTICLE 3.

The Postal Administration, which issues the orders, shall credit that, which pays them, with a commission of three fourths of one per cent.† upon the total amount thereof.

ARTICLE 4.

The amount of the orders shall be paid in by the remitters and paid out to the beneficiaries in gold coin, or in other lawful money of equal current value.

In case at any time a paper currency, inferior in value to gold coin, shall become a legal tender in either country, the Postal Administration of that country is authorized to receive and to pay it out in its dealings with the public, provided account be taken of such difference of value.

ARTICLE 5.

The amount of each order must be expressed in the money of the country in which payment is to be made, but no order shall contain a fraction of a cent or of a demidecime, (five centimes).

The rate of conversion of the money of the country of origin into that of the country of payment shall be fixed by the Administration of the country of origin.

et de l'Algérie pour les États-Unis de l'Amérique du Nord que des États-Unis de l'Amérique du Nord pour la France et l'Algérie.

Ces envois s'effectueront au moyen de mandats tirés par des bureaux de poste de l'un des deux pays sur des bureaux de poste de l'autre pays.

Aucun mandat ne pourra excéder la somme de deux cent cinquante francs, ou de cinquante dollars.

Toutefois, les deux Administrations pourront, d'un commun accord, élever ce maximum à cinq cents francs ou cent dollars.

Est réservé à chacun des deux pays contractants le droit de déclarer transmissible par voie d'endossement, sur son territoire, la propriété des mandats de poste provenant de l'autre pays.

ARTICLE 2.

Il sera perçu, pour chaqu envoi de fonds effectué en vertu de l'article précédent, une taxe qui sera déterminée par l'Administration du pays d'origine, et qui sera à la charge de l'expediteur des fonds.

Cette taxe ne devra pas toutefois dépasser un et demi pour cent des sommes rondes qui formeront les degrés de l'échelle de perception.

ARTICLE 3.

L'Administration qui délivrera les mandats tiendra compte à l'Administration qui les paiera d'un droit de trois quarts d'un pour cent du montant total de ces mandats.

ARTICLE 4.

Le montant des mandats sera versé par les déposants et payé aux bénéficiaires en monnaie d'or, ou en quelque autre monnaie légale de même valeur courante.

Toutefois, au cas où, dans l'un des deux pays, circulerait un papier-monnaie ayunt cours légal, mais d'une valeur inférieure à celle de l'or, l'Administration de ce pays aurait la faculté de le recevoir et de l'employer elle-même dans ses rapports avec le public, sous réserve de tenir compte de la différence des cours.

ARTICLE 5.

Le montant de chaque mandat sera exprimé en monnaie du pays où le paiement devra avoir lieu et ne devra pas comporter de fraction de demi décime, (cinq centimes) ou de cent.

Les bases de la conversion de la monnaie du pays d'origine en monnaie du pays de destination seront fixées par l'Administration du pays d'origine.

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*Maximum amount subsequently changed to one hundred dollars, or its equivalent, by mutual agreement of the parties to this Convention.

†Commission subsequently changed to one-half of one per cent. by mutual agreement of the parties to this Convention.

ARTICLE 6.

The money orders issued by the French post offices, as well as those issued by the post offices in the United States, in pursuance of Article 1st of the present Convention, and the receipts entered thereon, shall not be subjected, under any pretext or claim, to any commission or tax whatever, at the expense of the person entitled to receive payment thereof.

ARTICLE 7.

The postal Administration of France and the Postal Administration of the United States shall, at certain periods to be fixed by them, by mutual agreement, prepare a statement of the amounts of their reciprocal indebtedness; and these accounts, after having been examined and set off against each other, shall be paid within a limited time, to be determined by common consent, in the money (of gold value) of the creditor country by the Administration, which shall be found indebted to the other.

For this purpose the smaller credit shall be converted into the same money as that of the larger credit. This conversion shall be based upon the average of the rates of exchange quoted at Paris during the period embraced in the account, if the payment is due to the United States; and upon the average of such rates quoted during a like period at New York, if the payment is due to France.

In case of the non-payment of the balance of an account within the time specified, the amount of such balance shall be chargeable with interest from the date of the expiration of the stipulated period until the day of the transmission of the amount due. Such interest shall be computed at the rate of five per cent. per annum, and is to be entered in the accounts as a debit against the dilatory Administration.

ARTICLE 8.

The sums received by each of the two Administrations in payment for orders, the amounts of which have not been claimed by the persons entitled thereto, within the limit of time fixed by the laws and regulations of the country of origin, shall accrue permanently to the Administration which issued the orders.

ARTICLE 9.

The two Administrations shall designate, each for itself, the post offices which are authorized to issue and to pay money orders in pursuance of the present Convention. They will regulate, by common consent, the form of the orders herein mentioned, their mode of transmission

ARTICLE 6.

Les mandats délivrés par les bureaux de poste français ou par les bureaux de poste américains, en exécution de l'article 1er de la présente Convention, et les acquits donnés sur ces mandats ne pourront, sous aucun prétexte et à quelque titre que ce soit, être soumis à un droit ou à une taxe quelconque à la charge des destinataires des fonds.

ARTICLE 7.

L'Administration des Postes de France et l'Administration des Postes des États-Unis dresseront, aux époques qui seront fixées par elles d'un commun accord, les comptes des sommes qu'elles auront à se rembourser réciproquement, et ces comptes, après avoir été débattus et arrêtés contradictoirement, seront soldés, en monnaie d'or du pays créancier, par l'Administration qui sera reconnue redevable envers l'autre, dans le délai dont les deux Administrations conviendront.

A cet effet la créance la plus faible sera convertie en même monnaie que la créance la plus forte, en prenant pour base le taux moyen du change qui aura été coté pendant la période à laquelle les comptes se rapporteront, savoir: à Paris, si le solde est en faveur des États-Unis, et à New York si le solde est en faveur de la France.

En cas de non paiement du solde d'un compte dans le délai convenu, le montant de ce solde sera productif d'intérêts à dater du jour de l'expiration du dit délai jusqu'au jour de l'envoi de la somme due. Ces intérêts seront calculés à raison de cinq pour cent l'an et seront portés au débit de l'Administration retardataire sur le compte suivant.

ARTICLE 8.

Les sommes encaissées par chacune des deux Administrations, en échange des mandats dont le montant n'aura pas été réclamé par les ayants-droit dans les délais fixés par les lois et règlement du pays d'origine, seront définitivement acquises à l'Administration qui aura délivré les mandats.

ARTICLE 9.

Les deux Administrations désigneront, chacune pour ce qui la concerne, les bureaux autorisés à delivrer ét à payer les mandats en vertu de la présente Convention. Elles règleront, d'un commun accord la forme et le mode de transmission des mandats sus-mentionnés, la forme des

and the forms of the accounts, described in Article 7 hereof, and all other matters of detail or arrangement necessary to secure the execution of the stipulations of the present Convention.

It is understood that each Administration shall bring to the knowledge of the other any changes which it may make in its list of offices authorized to issue and to pay money orders, and that other measures of execution may be modified by the two Administrations, whenever they agree that a modification is necessary.

ARTICLE 10.

Each of the two Administrations is empowered, under extraordinary circumstances, which may be of a nature to warrant the measure, to suspend temporarily the money-order service between the two countries; provided, however, that notice of such suspension be given to the other Administration immediately, and, if deemed necessary, by means of the telegraph.

ARTICLE 11.

The present Convention shall take effect on the first day of April, 1880.

It shall remain in force, from year to year, until one year after one of the two contracting parties shall have notified the other of its intention to terminate it.

During such final year, the Convention shall continue to be fully and entirely executed, without prejudice of the adjustment and payment of the accounts, after the expiration of the term in question.

ARTICLE 12.

The ratifications of the present Convention shall be exchanged prior to the first day of March, 1880.

In witness whereof the respective Plenipotentiaries have signed the present Convention and have affixed thereto their seals.

Executed in duplicate and signed at Washington the 29th day of December, 1879.

The Postmaster-General of the United States:

[Seal of the Post Office Department of the United States.] D. M. KEY.

comptes désignés dans l'article sept et toutes autres mesures de détail ou d'ordre nécessaires pour assurer l'exécution des stipulations de la présente Convention.

Il est entendu que chaque Administration portera à la connaissance de l'autre les modifications qu'elle apportera dans sa liste des bureaux autorisés à délivrer et à payer les mandats, et que les autres mesures d'exécution pourront être modifiées par les deux Administrations, toutes les fois que, d'un commun accord, elles en reconnaîtront la nécessité.

ARTICLE 10.

Chacune des deux Administrations pourra, dans des circonstances extraordinaires qui seraient de nature à justifier la mesure, suspendre temporairement le service des mandats internationaux, à condition d'en donner immédiatement avis, au besoin par le télégraphe, à l'autre Administration.

ARTICLE 11.

La présente Convention sera mise à exécution à partir du 1er avril 1880.

Elle demeurera obligatoire d'année en année jusqu'à ce que l'une des deux parties contractantes ait annoncé à l'autre, mais un an à l'avance, son intention d'en faire cesser les effets.

Pendant cette dernière année la Convention continuera d'avoir sa pleine et entière exécution, sans préjudice de la liquidation et du solde des comptes après l'expiration du dit terme.

ARTICLE 12.

Les ratifications de la présente Convention seront échangées avant le 1er mars 1880.

En foi de quoi les Plénipotentiaires respectifs ont signé la présente Convention et y ont apposé leurs cachets.

Fait en double original et signé à Washington le 29me jour de décembre 1879.

Le Ministre de France aux États-Unis:

[Cachet de la Légation de France à Washington.] MAX. OUTREY.

I hereby approve the foregoing Convention, and in testimony thereof I have caused the seal of the United States to be hereto affixed.

[SEAL.] R. B. HAYES.

By the President:

WM. M. EVARTS,
Secretary of State.

WASHINGTON, *January 2d, 1880.*

[Translation.]

Having seen and examined the said Convention, we have approved the same, and do now approve it in virtue of the provisions of the law passed by the Senate and Chamber of Deputies. We declare that it is accepted, ratified and confirmed, and we promise that it shall be inviolably observed.

In witness whereof we have given these presents and fixed thereto the seal of the Republic.

At Paris, March 18, 1880.

By the President of the Republic:

[Seal of the Republic of France.] JULES GRÉVY.

Ayant vu et examiné la dite Convention, nous l'avons approuvé et approuvons en vertu des dispositions de la loi votée par le Sénat et par la Chambre des Députés. Déclarons qu'elle est acceptée, ratifiée et confirmée et promettons qu'elle sera inviolablement observée.

En foi de quoi nous avons donné les présentes, revêtues du Sceau de la République.

A Paris, le 18 mars 1880.

Par le Président de la République:

[Sceau de la République Française.] JULES GRÉVY.

Detailed regulations agreed to and established for the execution of Convention between the United States and France, of December 29, 1879. Signed at Washington, December 29, 1879, and at Paris, February 3, 1880.

The undersigned, duly authorized for that purpose, with reference to Articles 1, 2, 5, 7 and 9 of the Convention concerning the exchange of postal money orders between the United States and France, have, on behalf of their respective Administrations, arranged the following provisions for securing the execution of the said Convention.

ARTICLE 1.

The Postal Administration of the United States shall furnish, as soon as practicable, to the Postal Administration of France, the names of the United States post offices, which may be authorized to issue money orders payable in France and Algeria, and to pay money orders originating in France and Algeria.

On the other hand, the Postal Administration of France shall furnish, as soon as practicable, to the Postal Administration of the United States the names of the French post offices which may be authorized to issue money-orders payable in the United States and to pay money-orders originating in the United States.

The two Administrations shall reciprocally notify each other, in advance, of all changes which may subsequently be made in their respective lists of such post offices.

ARTICLE 2.

The two Administrations shall reciprocally notify each other, before putting them in operation, of the schedule of fees, and of the rate of monetary conversion which they shall have adopted in pursuance of Articles 2 and 5 of the Convention, and also of any changes which they may subsequently make therein.

Les soussignés, dûment autorisés à cet effet, vu les Articles 1, 2, 5, 7, et 9, de la Convention concernant l'échange des mandats de poste entre les États-Unis et la France, ont, au nom de leurs Administrations respectives, arrêté les dispositions suivantes pour assurer l'exécution de la dite Convention.

ARTICLE 1.

L'Administration des Postes des États-Unis fournira, dans le plus bref délai, à l'Administration des Postes de France la nomenclature des bureaux de poste américains qu'elle autorisera à émettre des mandats sur la France et l'Algérie et à payer les mandats provenant de la France et de l'Algérie.

Réciproquement, l'Administration des Postes de France fournira, dans le plus bref délai, à l'Administration des Postes des États-Unis, la nomenclature des bureaux de poste français qu'elle autorisera à émettre des mandats sur les États-Unis et à payer les mandats provenant des États-Unis.

Les deux Administrations se notifieront réciproquement à l'avance les modifications que comporteront ultérieurement leurs nomenclatures respectives.

ARTICLE 2.

Les deux Administrations se notifieront réciproquement, avant application, l'echelle des taxes et le taux de conversion monétaire qu'elles auront adoptés en exécution des Articles 2 et 5 de la Convention, ainsi que les modifications qu'elles pourront adopter ultérieurement à cet égard.

ARTICLE 3.

The orders issued by the post offices of France and Algeria shall conform to model "A" annexed to the present Regulations. The form of the orders issued by the United States post offices will conform, as nearly as practicable, to the same model.

Each Administration shall have the power to modify the form of the model which it uses, but all modifications therein must be previously brought to the knowledge of the other Administration.

ARTICLE 4.

Postal money orders must not contain erasures or interlineations, even if the same are certified in the margin.

They must be delivered to the remitters, to be forwarded by them, at their own expense, to the payees.

ARTICLE 5.

The post office which issues an order is required to transmit to the office charged with its payment, through the intermediate agency of an exchange office established at New York, N. Y., an advice expressing very legibly, and in written characters, the following, to wit:

1st. The name of the issuing office;

2d. The name of the office, and of the country of destination, and, if relating to an order, payable in the United States, the name of the State in which such office is situated;

3d. The amount, in the money of the country of destination, which is to be paid to the owner of the order, and, if the Administration of the country of origin deems it expedient, the sum received for the order from the remitter, in the money of that country, may, in addition, be inscribed thereon;

4th. The surnames, and the given names, or at least the initials of the given names, of the remitter and of the payee of the order.

It will be sufficient, however, for the purpose, to make use, in the case of a business house, of its commercial designation, and, in the case of a corporation, of the name of the manager, the secretary, or the authorized agent thereof.

The advice must also bear the impress of the dated stamp of the issuing post office, and also the signature of the receiver or of the postmaster of that office.

It must be forwarded to New York by the first mail subsequent to the issue of the order.

ARTICLE 3.

Les mandats délivrés par les bureaux de poste de France et d'Algérie seront conformes au modèle "A" annexé au présent Règlement. La formule des mandats délivrés par les bureaux de poste des États-Unis s'accordera aussi exactement que possible avec le même modèle.

Chaque Administration aura la faculté de modifier la forme du modèle qu'elle emploiera, mais toute modification devra être portée préalablement à la connaissance de l'autre Administration.

ARTICLE 4.

Les mandats de poste devront être sans rature ni surcharge, même approuvée.

Ils seront remis aux déposants, pour être envoyés, par les soins de ceux-ci, aux destinataires.

ARTICLE 5.

Le bureau qui émettra un mandat adressera par l'intermédiaire d'un bureau d'échange établi à New York, au bureau chargé de payer ce mandat, un avis exprimant très-lisiblement et en toutes lettres savoir:

1er. Le nom du bureau expéditeur;

2°. Le nom du bureau et du pays de destination et, s'il s'agit d'un mandat payable aux États-Unis, le nom de l'État dans lequel est situé le bureau destinataire.

3°. La somme, en monnaie du pays de destination, qui devra être payée au bénéficiaire du mandat, et, si l'Administration du pays d'origine le juge à propos, la somme en monnaie de ce pays, versée par l'expéditeur;

4°. Les noms et prénoms, ou tout au moins les initiales des prénoms, de l'expéditeur et du destinataire des fonds.

Toutefois, il suffira, le cas échéant, de la désignation de la raison sociale, pour une maison de commerce, et du nom du directeur, du sécrétaire, ou du fondé de pouvoirs, pour une compagnie ou un établissement quelconque.

L'avis portera, en outre, le timbre à date du bureau expéditeur, ainsi que la signature du receveur ou du Postmaster de ce bureau.

Il sera expédié sur New York par le plus prochain courrier qui suivra la délivrance du mandat.

ARTICLE 6.

Every advice, from either of the two countries, of a money order payable in the other, shall be verified by the Exchange Office of New York.

Those which shall be found incomplete, or not in conformity with the provisions of the foregoing Article 5, shall be returned to the issuing office for completion or correction.

Those found correct shall be stamped by the Exchange Office of New York, with the date of their receipt at said Office, and with a special number corresponding to that upon the records of that Office; and they shall also be furnished with an endorsement indicating the amount to be paid by the Office of destination.

The indorsement by the New York Exchange Office, upon advices destined for payment in France and Algeria will be as follows:.

Mandat valable en France.....

pour.....francs

et.....centimes

Post Master

of exchange office of New York.

Each advice which does not bear this indorsement will be considered as invalid, and will be returned to the Exchange Office of New York.

In case of the presentation of an order at the paying office, the amount of which does not agree with the amount indorsed upon the advice by the New York Exchange Office, such order will be considered as irregular and will be treated as hereinafter provided in Article 10.

ARTICLE 7.

As a general rule, lost or missent advices will be replaced at the request of the paying office with the least possible delay, by duplicates to be issued by the Exchange Office of New York.

If the original advice has not been received by the Exchange Office of New York, the latter will indorse the fact upon the request for a duplicate and will forward it to the office alleged to have is-

ARTICLE 6.

Tous les avis d'émission de l'un des deux pays pour l'autre seront vérifiés par le bureau d'échange de New York.

Ceux qui seront incomplets ou non conformes aux prescriptions de l'article 5 prédédent, seront renvoyés par ce bureau au bureau d'origine pour être complétés ou corrigés.

Ceux qui seront reconnus réguliers seront revêtus par le bureau d'échange de New York d'un timbre constatant la date de réception à ce bureau, d'un numéro spécial correspondant à leur transcription sur ses registres, et d'une griffe indiquant la somme à payer par le bureau destinataire.

La griffe appliquée par le bureau d'échange de New York sur les avis d'émission à destination de la France et de l'Algérie sera ainsi conçue:

Mandat valable en France.....

pour.....francs

et.....centimes

Post Master

of exchange office of New York.

Tout avis d'émission non revêtu de cette griffe sera considéré comme non valable et renvoyé au bureau d'échange de New York.

Dans le cas où, lors de la présentation du mandat au bureau destinataire, le montant indiqué par la griffe du bureau d'échange de New York ne concorderait pas avec le montant exprimé sur le mandat, celui-ci sera considéré comme irrégulier et traité suivant les dispositions de l'Article 10 ci-après.

ARTICLE 7.

En règle générale, les avis d'émission, perdus ou égarés, seront, sur la demande du bureau destinataire, remplacés par des duplicata de ces avis, que délivrera, dans le plus bref délai, le bureau d'échange de New York.

Si l'avis original ne lui est pas parvenu, le bureau d'échange de New York annotera en conséquence la demande de duplicata et la transmettra au bureau signalé comme ayant émis le mandat; auquel cas

sued the order.. In such case the duplicate shall be furnished, without delay, by the last named office to said Exchange Office.

Duplicate advices must, in all cases, before the corresponding orders can be paid, receive the indorsement of the Exchange Office, required by Article 6 hereof, to be placed upon the originals.

Each application for a duplicate shall be made out upon a blank conforming or analogous to model "B" annexed to these Regulations.

ARTICLE 8.

Advices, requests for duplicates, replies to such requests, as well as the duplicates themselves passing from the United States to France and Algeria, shall be sent first to the New York Exchange Office, which shall forward them under envelope addressed to the French office of destination.

Advices, requests for duplicates, replies to such requests, as well as the duplicates themselves passing from France and Algeria to the United States, shall be placed by the sending office in envelopes addressed to the New York Exchange Office.

The envelopes above mentioned shall conform or be similar to model "C" annexed to these Regulations.

ARTICLE 9.

Payment of orders issued under the authority of the Convention of December 29, 1879, can be exacted only at the post office of payment named upon the order, but not until after the receipt by that office, of the advice required by Article 5 hereof.

ARTICLE 10.

Orders, the payment of which cannot be effected for the followng reasons, namely:

1st. Erroneous, insufficient, or ambignous statement of the name, or of the residence of the payee;

2d. Discrepancies or omissions in names or in amounts upon either the advice or the order;

3d. Erasures or alterations in the text;

4th. Omissions of stamps or of signatures;

Shall be returned for correction, completion or reissue, as the case may be, to the issuing Administration through the agency of the office and Administration where payment shall have been claimed.

These corrections shall be furnished with the least possible delay.

le duplicata ou la réponse à la demande de duplicata sera adressée sans retard par ce dernier bureau au bureau d'échange de New York.

Les duplicata d'avis devront, dans tous les cas, pour être valables, avoir été frappés par le bureau d'échange de New York du timbre dont l'Article 6 précédent prescrit l'application sur les avis originaux.

Toute demande de duplicata d'avis d'émission sera dressée sur une formule conforme ou analogue avec modèle "B" annexé au présent Règlement.

ARTICLE 8.

Les avis d'émission, les demandes de duplicata d'avis d'émission, ainsi que les réponses à ces demandes ou les duplicata eux-mêmes provenant des États-Unis seront dirigés d'abord sur le bureau d'échange de New York chargé de les mettre sous enveloppe à l'adresse du bureau français destinataire.

Les avis d'émission, les demandes de duplicata d'avis d'émission, ainsi que les réponses à ces demandes ou les duplicata eux-mêmes provenant de la France et de l'Algérie seront placés sous enveloppe par le bureau expéditeur à l'adresse du bureau d'échange de New York.

Les enveloppes sus-mentionnées seront conformes ou analogues au modèle "C" annexé au présent Règlement.

ARTICLE 9.

Le paiement des mandats dont l'émission est autorisée par la Convention du 29 décembre 1879, ne pourra être exigé qu'au bureau de poste désigné sur le mandat comme chargé d'en acquitter le montant et qu'après l'arrivée à ce bureau de l'avis mentionné dans l'Article 5 précédent.

ARTICLE 10

Les mandats dont le paiement n'aura pu être effectué pour l'une des causes suivantes:

1°. Indication inexacte, insuffisante ou douteuse du nom ou du domicile des bénéficiaires;

2°. Différences ou omissions de noms ou de sommes, tant sur l'avis que sur le mandat;

3°. Ratures ou surcharges dans les inscriptions;

4°. Omissions de timbres ou de signatures;

Seront renvoyés, pour être corrigés, complétés ou remplacés suivant les cas, à l'Administration qui les aura émis et par l'intermédiaire du bureau et de l'Administration du pays où le paiement aura été réclamé.

Cette régularisation devra être opérée dans le plus bref délai possible.

ARTICLE 11.

Money orders shall be valid during a period of twelve months after the day of their issue.

After the expiration of that time, the advice of an unpaid order shall be returned to the Administration of the country of origin, and the amount of the order shall remain at the disposal of that Administration.

For the execution of this provision the Postal Administration of the United States will cause the proper entries to be made in the records of the New York Exchange Office.

ARTICLE 12.

Orders may be repaid to the remitters upon the simple presentation of the order at the issuing office, but only after the return of the advice to that office, which, to that end, if it has been forwarded, shall be recovered by the issuing Administration from the Administration of the country of destination. In such case, the Postal Administration of the United States will cause the proper entries to be made in the records of the New York Exchange Office.

ARTICLE 13.

Orders missent, lost or destroyed may be replaced by authorizations for payment, or by duplicates, to be furnished by the issuing Adminstration, but only after it shall have been ascertained by that Administration, in concert with the other, should occasion require, that the original orders have not been paid or repaid.

ARTICLE 14.

The remitter of an order missent, lost or destroyed, must furnish, in order to obtain repayment thereof, a declaration from the payee to the effect that the same has not reached him, or, if received, that it has not been transferred by indorsement, or otherwise disposed of by him; or that it has been lost or destroyed after its receipt.

The Administration of the country of origin will not, however, authorize repayment until after the Administration of the country of destination shall have returned the advice or furnished a declaration that it has not paid, and will not pay the order.

In such case the United States Postal Administration will cause the proper entries to be made in the records of the New York Exchange Office.

ARTICLE 11.

Les mandats seront valables pendant un délai de douze mois à partir du jour de leur émission.

Passé ce terme, l'avis d'émission afférent à un mandat non payé sera renvoyé à l'Administration du pays d'origine et le montant du mandat sera remis à la disposition de cette Administration.

En pareil cas, l'Administration des Postes des États-Unis fera rectifier en conséquence les écritures du bureau d'échange de New York.

ARTICLE 12.

Les mandats pourront être remboursés aux expéditeurs sur la simple production du titre au bureau qui l'aura délivré, mais aprés la rentrée à ce bureau de l'avis d'émission, qui sera réclamé à cette fin, s'il y a lieu, à l'Administration du pays de destination par l'Administration du pays d'origine; auquel cas l'Administration des Postes des États-Unis fera rectifier en conséquence les écritures du bureau d'échange de New York.

ARTICLE 13.

Les mandats égarés, perdus, ou détruits, pourront être remplacés par des autorisations de paiement ou des duplicata que délivrera l'Administration à laquelle les fonds auront été confiés, mais seulement lorsqu'il aura pu être constaté par cette Administration de concert avec l'Administration correspondante, s'il y a lieu, que les mandats n'ont été ni payés ni remboursés.

ARTICLE 14.

L'envoyeur d'un mandat égaré, perdu ou détruit, devra, pour en obtenir le remboursement, fournir une déclaration du destinataire portant que le mandat n'a été ni aliéné ni transmis par voie d'endossement, qu'il ne lui est pas parvenu, ou qu'il a été adiré ou détruit après la réception.

L'Administration du pays d'origine n'accordera toutefois le remboursement qu'après que l'Administration du pays de destination lui aura renvoyé l'avis d'émission ou déclaré qu'elle n'a pas payé et ne paiera pas le mandat.

En pareil cas l'Administration des Postes des États-Unis fera rectifier en conséquence les écritures du bureau d'échange de New York.

ARTICLE 15.

At the expiration of each month, the Postal Administration of the United States will cause to be prepared two detailed accounts presenting respectively, on the one hand, a list of all the money orders, originating in either of the two countries, the advices of which shall have been certified and dispatched by the New York Exchange Office during such month; and on the other hand, a list of all money orders, the advices of which shall have been restored during the same period, by the Administration of the country of destination to the Administration by which the orders were issued.

These accounts, made out upon blanks conforming respectively to model "D No. 1" and "D No. 2," annexed to these Regulations, shall be forwarded, for verification, by the French Postal Administration, within one week after the close of the month.

After the aforesaid accounts shall have been approved, the Administration of the country of origin will add, in each case to the total amount of the orders issued by it, and in the same money, three-fourths* of one per cent. of said amount, conformably to Article 3 of the Convention of December 29th, 1879, after which it will deduct from the sum total of the orders issued by it the sum total of the unpaid orders of the same origin, the amounts of which shall have been restored by the other Administration.

The difference will constitute the net amount of the credit, for that month, of the Administration of the country of destination.

ARTICLE 15.

A l'expiration de chaque mois l'Administration des Postes des États-Unis fera établir deux comptes particuliers présentant respectivement, d'une part, l'énumération de tous les mandats originaires de l'un des deux pays et dont les avis d'émission auront été certifiés et ré-expédiés par le bureau d'échange de New York, pendant la période mensuelle, et d'autre part, l'énumération de tous les mandats dont les avis d'émission auront été renvoyés, pendant la même période, par l'Administration du pays de destination à l'Administration du pays d'origine.

Ces comptes, dressés sur des formules respectivement conformes aux modèles "D, No. 1" et "D, No. 2," annexés au présent Règlement, seront soumis à la vérification de l'Administration des Postes de France, au cours de la semaine qui suivra la clôture de chaque mois.

Dès que les comptes précités auront été approuvés, l'Administration du pays d'origine ajoutera, dans chaque cas, au total du montant des mandats émis par elle, et en même monnaie, trois quarts d'un pour cent du dit montant, conformément à l'Article 3 de la Convention du 29 décembre 1879, puis elle déduira de la somme totale afférente aux mandats émis par elle la somme totale afférente aux mandats de même origine, dont le montant lui aura été remboursé par l'autre Administration.

La différence fournira le montant net de la créance mensuelle de l'Administration du pays de destination.

ARTICLE 16.

The detailed accounts designated in the preceding Article will be recapitulated quarterly, under the direction of the French Postal Administration, in a general account, for the purpose of exhibiting the exact results of the exchange of money orders between the two countries. This account shall be made on a form like the model "E" annexed to the present Regulations.

For the purpose of balancing said account the conversion of one money into the other shall be made in compliance with the terms of the second paragraph of Article 7 of the Convention of December 29, 1879. To that end the debtor Administration shall forward to the creditor Administration a certified tabular statement of the rates of exchange, at Paris or at New York, as the case may be, quoted each business day during the preceding quarter.

The difference forming the balance of the account shall be paid by means of bills of exchange upon Paris or upon New York, according to the nature of the case,

ARTICLE 16.

Les comptes particuliers désignés dans l'Article précédent seront récapitulés, tous les trois mois, par le soin de l'Administration des Postes de France, dans un compte général destiné à présenter les résultats définitifs de l'échange des mandats entre les deux pays. Ce compte sera établi sur une formule conforme au modèle "E" annexé au présent Règlement.

Pour la balance du dit compte, la conversion des monnaies sera établie conformément au deuxième alinéa de l'Article 7 de la Convention du 29 décembre 1879. A cet effect, l'Administration débitrice devra adresser à l'Administration créancière un tableau certifié exact du cours du change coté chaque jour de bourse, à Paris ou à New York, suivant le cas, pendant le trimestre précédent.

La différence formant le solde du compte sera payée au moyen de traites sur Paris ou sur New York, selon le cas, en monnaie d'or de l'office créditeur et

*Changed to one-half of one per cent. See note at foot of page (151 ½).

in the money, of gold value, of the creditor Administration, and without any charge to the latter. The expense attending the remittance of bills of exchange is to be borne by the debtor office.

This payment shall be effected without delay and at the latest, within fifteen days after the account shall have been agreed to as correct.

ARTICLE 17.

Whenever, in the interval between the quarterly settlements, one of the two Administrations shall find that it owes to the other a sum exceeding twenty-five thousand francs, or five thousand dollars, the indebted Administration shall pay the approximate amount of such indebtedness, with the least possible delay, to the other Administration.

Such payment shall be entered as a credit in the next general account.

ARTICLE 18.

The orders shall remain in the possession of the Administration which shall have paid them. But each of the two Administrations agree to place, temporarily, at the disposal of the other Administration, any paid order the transmission of which shall have been requested by the latter.

ARTICLE 19.

Each of the two Administrations reserves the right to employ in the future, for its issues, the form of open order in use between the countries of the Universal Postal Union that subscribed to the Arrangement of June 4th, 1878.

In such case the two Administrations will fix, by mutual agreement, the arrangements necessary to secure the execution of the measure provided for in this Article.

ARTICLE 20.

These regulations shall take effect the day upon which the Convention of December 29th, 1879, is put in force.

Done in duplicate and signed at Washington, the 29th of December, 1879, and at Paris the 3d of February, 1880.

Postmaster General of the United States:

[Seal of the Post Office Department of the United States.] D. M. KEY.

sans aucune perte pour celui-ci, les frais d'envoi des traites restant à la charge de l'office débiteur.

Ce paiement devra être effectué sans délai et, au plus tard, dans le délai de quinze jours après que le compte aura été contradictoirement arrêté.

ARTICLE 17.

Toutes les fois que dans l'intervalle des liquidations trimestrielles, l'une des deux Administrations se trouvera créancière de l'autre Administration pour une somme supérieure à vingt-cinq mille francs ou cinq mille dollars, l'Administration débitrice devra envoyer le montant approximatif de sa dette, dans le plus bref délai, à l'autre Administration.

Ce paiement formera un à-compte à valoir sur la liquidation du prochain compte général.

ARTICLE 18.

Les mandats resteront en la possession de l'Administration qui les aura payés. Mais chacune des deux Administrations s'engage à mettre, momentanément, à la disposition de l'autre Administration, tout mandat payé dont celle-ci demandera communication.

ARTICLE 19.

Chacune des deux Administrations se réserve, pour l'avenir, la faculté de faire usage, pour ses émissions, du modèle de mandats *à découvert*, en vigueur dans les relations entre les pays de l'Union Postale universelle, signataires de l'arrangement du 4 juin 1878.

Le cas échéant, les deux Administrations règleront d'un commun accord, les dispositions nécessaires pour assurer l'exécution de la mesure prévue au présent Article.

ARTICLE 20.

Le présent Règlement sera exécutoire à partir du jour de la mise en vigueur de la Convention du 29 décembre 1879.

Fait en double et signé à Washington le 29 décembre 1879, et à Paris le 3 février 1880.

Le Ministre des Postes et des Télégraphes de France:

[Seal of the Postal Administration of France.] AD. COCHERY.

SWEDEN.

1885.

Convention for an exchange of Money-Orders between the Kingdom of Sweden and the Republic of the United States of America, signed at Stockholm, December 27, 1884, and at Washington, February 17, 1885.

ARTICLE 1.

Exchange of money-orders.

Between the Kingdom of Sweden and the Republic of the United States of America there shall be a regular exchange of Money-Orders.

ARTICLE II.

Offices of exchange.

1. The Money-Order Service between the two countries shall be performed exclusively by means of offices of exchange.

2. The office of exchange, on the part of the Kingdom of Sweden, shall be Malmö, and, on the part of the Republic of the United States of America, New York, N. Y.

ARTICLE III.

Maximum amount of orders.

1. The maximum amount for which a money-order may be drawn in Sweden upon the United States shall be one hundred eighty-six (186) Kronor, 50 öre; and the maximum amount for which a money-order may be drawn in the United States on Sweden shall be fifty dollars ($50.).* Maximum amount subsequently changed to one hundred dollars, by mutual agreement between the parties to this convention.

2. This maximum of 186 Kroner, 50 öre, respectively 50 dollars, may, however, be increased to three hundred seventy-three (373) Kroner, respectively, one hundred dollars ($100.) by mutual agreement between the Post-Offices of the two countries, provided the Post-Office Department of the United States of America is authorized, by law, to assent to such an increase.*(1)

ARTICLE IV.

Payment in gold coin.

Payment, in either country, shall be made in gold coin or its equivalent in the currency of such country.

ARTIKEL I.

Utvexling af Postanvisningar.

Mellan konungariket Sverige och republiken Amerikas Förenta Stater skall en regelbunden utvexling af postanvisningar ega rum.

ARTIKEL II.

Utvexlingspostanstalter.

1. Utvexlingen af postanvisningar mellan de båda länderna skall förmedlas genom särskildt dertill utsedda utvexlingspostanstalter.

2. Postkontoret i Malmö är utsedt till utvexlingspostanstalt för konungariket Sverige och postkontoret i New York, N. Y., är utsedt till utvexlingspostanstalt för republiken Amerikas Förenta Stater.

ARTIKEL III.

Maximibelopp för Postanvisningar.

1. Det högsta belopp, på hvilket en postanvisning kan utställas i Sverige till de Förenta Staterna, utgör etthundra åttatiosex (186) kronor 50 öre, och de högsta belopp, på hvilket en postanvisning kan utställas i de Förenta Staterna till Sverige, utgör femtio (50) dollars.

2. Detta maximibelopp 186 kroner 50 öre resp. 50 dollars kan likväl, efter öfverenskommelse mellan de båda ländernas Postförvaltningar, höjas till 373 kronor resp. 100 dollars, förutsatt att Postdepartementet i Amerikas Förenta Stater blifvit lagligen bemyndigadt att ingå på en sådan höjning.

ARTIKEL IV.

Utbetalning i guld.

Uthetalningen skall i hvartderalandet verkställas i guld eller dess motsvarande värde i annat gångbart mynt.

* The maximum amount has been increased to one hundred dollars for either country.

ARTICLE V.

Commission.

1. The Post Offices of the respective countries shall each have power to fix from time to time the rates of commission to be charged on all money-orders they may respectively issue.

2. The commission, so charged, to belong to the country of issue; but the Swedish Post-Office shall pay to the Post-Office of the United States three-fourths of one per cent. on the amount of money-orders issued in Sweden and advised to the United States, and the Post-Office of the United States shall make a like payment on the amount of money-orders issued in the United States and advised to Sweden.*(2)

3. Such payments to be calculated on the totals of the lists (A) exchanged every quarter of a year by the two countries.

ARTIKEL V.

Postanvisningsafgift.

1. De båda ländernas Postförvaltningar skola, hvar för sig, ega rätt att fastställa den afgift, som vid olika tider bör af afsändare erläggas för postanvisning, som inom vederbörande land utställes.

2. Denna afgift tillfaller det land, som utstält anvisningen, men det Svenska Postverket skall till Förenta Staternas Postverk betala trefjerdedels procent å sammanlagda beloppet af de postanvisningar, som äro utställda i Sverige, för att utbetalas inom de Förenta Staterna, och på samma sätt skall Förenta Staternas Postverk till det Svenska utgöra enahanda procents utbetalning å beloppet af postanvisningar, utställda i de Förenta Staterna för att utbetalas inom Sverige.

3. Denna procent beräknas å totalsummorna i de förteckningar (A), som för hvart qvartal utvexlas mellan de båda länderna.

ARTICLE VI.

Rate of exchange.

1. The conversion of the money of the two countries shall be in accordance with the average rate of exchange, which, it is agreed, shall be taken at three Kronor, 73 Öre to the gold dollar.*(3)

2. The two offices are, however, authorized to fix by common agreement another rate of conversion, should the course of exchange between the two countries render such a step necessary.

3. No account shall be taken of any fraction of a cent or of 4 Öre.

ARTIKEL VI.

Myntreduktion.

1. Reduktionen af de båda ländernas mynt verkställes efter en öfverenskommen medelvexelkurs af tre kronor 73 öre för en dollar i guld.

2. De båda Postförvaltningarna kunna likväl gemensamt öfverenskomma om äfven annan kurs för myntförvandlingen, derest vexelkursen mellan de båda länderna skulle gifva anledning till vidtagande af en dylik åtgärd.

3. Bråktal af en cent och belopp af mindre än 4 öre tagas ej i beräkning.

ARTCLE VII.

Particulars to be observed for a money-order.

1. No money-order shall be issued, unless the remitter furnish, in full, the surname, and at least the initial of one christian name both of the remitter and of the payee; or, the name of the firm or company who are the remitters or the payees; together with the exact address of the person or firm to whom the money is to be paid; and the address of the remitter.

2. The Post-Office of the addressee shall be given with the greatest possible accuracy and, for money-orders to Sweden, the government and, for money-orders to

ARTIKEL VII.

Särskilda föreskrifter rörande postanvisningar.

1. Ingen postanvisning får utställas, med mindre afsändaren angifver hela tillnamnet och åtminstone begynnelsebokstafven till ett af förnamnen såväl å afsändaren som å emottagaren eller namnet på den firma eller det bolag, som är afsändare eller emottagare, tillika med den fullständiga adressen å den person eller firma, till hvilken anvisningen skall utbetalas, äfvensom afsändarens adress.

2. Adressorten bör uppgifvas så noga som möjligt och dervidsärskildt utsättas, för postanvisningar til Sverige, det län och, för postanvisnilgar till Förenta

*Subsequent to the execution of this Convention the following changes have been made therein by mutual agreement between the parties thereto:

(1) The commission has been reduced from three-fourths of one per cent to one-half of one per cent.

(2) Each of the contracting Postal administrations has been authorized to fix the rate of conversion into the money of the country of payment, of the amounts of money orders issued within its own domain.

the United States, the State and if possible the county, within which the Post-Office of the addressee is situated, shall be specially indicated.

ARTICLE VIII.

Duplicate orders.

1. In the event of a money order miscarrying or being lost, a duplicate shall be granted by the chief office of the country of payment, on written application being made by the payee.

2. On the receipt of a similar application from the payee, instructions shall be given to stop payment of a money-order.

ARTICLE IX.

Alterations in names of payees.

Corrections of errors in the names of payees shall be effected by chief office of the country of issue at the request of the remitter.

ARTICLE X.

Repayment of orders.

1. Repayment of an order shall not, in any case, be made, until it has been ascertained from the chief office of the country where such order is payable that the order has not been paid.

2. At the end of every quarter, each postal administration shall show, in a list similar to Form B, annexed, the particulars of all orders which it has been authorized to repay to the original remitters; and the total amount of such list, which for this purpose shall be transmitted to the accounting department of the General Post Office at Stockholm, shall be entered to the credit of such administration in the account mentioned in Article XVII.

ARTICLE XI.

Unpaid money-orders.

1. Money-orders, which shall not have been paid within twelve calendar months from the month of issue, shall become void. The sums received from such money-orders shall accrue to and be at the disposal of the country of origin.

2. The Swedish office shall, therefore, enter in the quarterly account (Article

Staterna, den stat och om möjligt den krets, inom hvilket eller hvilen adressorten är belgäen.

ARTIKEL VIII.

Postanvisningsduplett.

1. I händelse en anvisning blifvit felsänd eller förkommit, skall af utvexlingspostkontoret i det land, der anvisningen är betalbar, på skriftlig anhållan af adressaten, utställas en duplettanvisning.

2. Vid emottagande af en dylik framställning af adressaten, skall meddelas föreskrift att inställa den ursprungliga anvisningens betalning.

ARTIKEL IX.

Rättelser af felaktigheter rörande adressatens namn.

Rättelser af felaktigheter i afseende å adressatens namn skola, på begäran af afsändaren, verkställas af utvexlingspostkontoret i det land, hvarifrån anvisningen utgått.

ARTIKEL X.

Återbetalning.

1. Återbetalning af ett anvisningsbelopp eger icke under någon omständighet rum, med mindre än att från utvexlingspostkontoret i det land, der anvisningen är betalbar, ingått underrättelse at anvisningen ej blifvit inlöst.

2. Vid slutet af hvarje quartal skall hvardera Postförvaltningen lemna en detaljerad förteckning, i enlighet med bifogade formulär B, å alla postanvisningar, som samma Förvaltning bemyndigats att åter betala till anvisningernas afsändare, och totalsummorna af dessa förteckningar, som för sådant ändamål skola till Generalpost styrelsens kameralbyrå i Stockholm insändas, krediteras vederbörande Postverk i afräkningen, omnämnd i artikel XVII.

ARTIKEL XI.

Obeställbara postanvisningar.

1. Anvisning, som icke infriats inom tolf kalendermånader, den månad oräknad, under hvilken anvisningen utställts, upphör att vidare gälla. Beloppet för en sådan postanvisning skall tillgodoföras och förblifva till disposition af afsändningslandet.

2. Svenska Postförvaltningen skall derföre i qvartalsafräkningen (art. XVII)

XVII.) to the credit of the United States, all money-orders entered in the lists received from the United States, which remain unpaid at the end of the period specified.

3. On the other side, the Post-Office Department of the United States shall, at the close of each quarter, transmit to the Swedish office, for entry in the quarterly account, a detailed statement of all orders included in the lists despatched from the Swedish office, which under this Article become void.

ARTICLE XII.

Lists of money-orders.

1. The two Offices of Exchange shall communicate to each other by every starting Mail the sums received in each of the two countries for payment in the other. They shall use, for this purpose, the form of List A. annexed.

2. Money-orders issued in Sweden towards the end of June, and in the United States towards the end of December, and not reaching the respective offices of exchange until the first days of the following month, shall be entered and communicated to the office of exchange of the country to which they are sent, on separate lists, supplementary to the ordinary lists, dated the last of the month in which the sums were received.

3. A blank list shall be transmitted when there are no receipts to be advised.

ARTICLE XIII.

International numbers.

Every money-order or receipt of money entered upon the lists shall bear a number, to be called the "International number", commencing each month with No. 1.

ARTICLE XIV.

Acknowledgment of Lists.

Duplicates of lists.

1. The receipt of each list shall be acknowledged, on either side, by means of the first subsequent list forwarded in the opposite direction, and the list which shall fail to be received shall be immediately applied for by the office of exchange to which it should have been sent.

2. The despatching office of exchange shall, in such case, transmit without de-

kreditera Förenta Staterna för alla de postanvisningar, som, uppförda å förteckningarna från Förenta Staterna, förblifvit oinlösta vid utgången af nämnda tidsperiod.

3. Å andra sidan skall Förenta Staternas Postdepartement vid slutet af hvarje qvartal till Svenska Postförvaltningen, för intagande i afräkningen, öfversända en specificerad uppgift å alla de postanvisningar, som, uppförda å förteckningarna från Svenska Postverket, blifvit obetalbara enligt bestämmelserna i denna artikel.

ARTIKEL XII.

Postanvisningsförteckningar.

1. De båda utvexlingspostkontoren skola med hvar afgående post meddela hvarandra uppgifter å de belopp, som inom hvartdera af de båda länderna emottagits till utbetalning i det andra landet. De skola i sådant ändamål använda här bifogade formulär A.

2. Postanvisningar, som blifvit utställda i Sverige mot slutet af juni månad och i Förenta Staterna mot slutet af december månad och som ej ankomma till vederbörande utvexlingspostkontor förr än de första dagarne af månaden derefter, skola uppföras å samt meddelas emottagande landets utvexlingspostkontor genom särskilda tilläggsförteckningar, som dateras för sista dagen i den månad, under hvilken beloppen blifvit emottagna.

3. Finnes för en dag ej något anvisningsbelopp att å förteckningen införas af sändes för denna dag en vakatförteckning.

ARTIKEL XIII.

Internationelt nummer.

Hvarje postanvisning likasom hvarje postanvisningsbelopp, som blifvit i förteckningen införd, förses med ett nummer, som får benämningen af internationelt nummer och börjar med n:r 1 för hvar månad.

ARTIKEL XIV.

Besvaring.

Förteckningsduplett.

1. Erkännande af emottagen förteckning skall å ömse sidor meddelas å den näst derefter i motsatt riktning afsända förteckningen; och skulle för någon dag dylik förteckning saknas, anmäles genast förhållandet af det utvexlingspostkontor, som bart erhålla förteckningen.

2. I sådant fall skall afsändande utvexlingspostkontoret utan dr öjsmål till em-

lay, to the receiving office of exchange, a duplicate list, duly certified as such.

ARTICLE XV.

Verification of lists.

1. The lists shall be carefully verified by the office of exchange to which they are sent; and, when they contain simple errors, shall be corrected.

2. The correction shall be communicated to the despatching office of exchange in the acknowledgment of the receipt of the list on which the corrections were made.

3. When the list shall disclose other irregularities, the receiving office shall require an explanation from the despatching office of exchange, which shall give such explanation with as little delay as possible.

4. In the meantime, the issue of internal money-orders, relating to the entries on the list found to be irregular, shall be suspended.

ARTICLE XVI.

Internal money-orders to be prepared.

As soon as the lists shall have reached the receiving office of exchange, that office shall prepare internal money-orders in favor of the payees and for the amounts specified in the lists, and shall forward them to the payees, or, to the paying office in conformity with the arrangements existing in each country for regulating the payment of money-orders.

ARTICLE XVII.

Accounts.

1. The Swedish office shall at the close of every quarter prepare an account showing;

1. The totals of the lists of the quarter which have been exchanged between the two Post-Offices (Article XII.), with addition of the commission mentioned in Article V.;

2. The totals of the lists of money-orders which the despatching office has been authorized to repay to the remitter (Article X.);

3. The totals of the money-orders which in the two countries have not been paid (Article XI.);

4. The balance which in conformity with the account has to be paid by either office.

2. Such account, which shall be in con-

ottagande utvexlingspostkontoret öfversända en duplettförteckning, som förses med anteckning om den sammas beskaffenhet af duplett.

ARTIKEL XV.

Förteckningarnas granskning.

1. Förteckningarnas skola omsorgsfullt granskas af emottagande utvexlingspostkontoret, som eger att rätta dem, ifall de innehålla uppenbara felaktigheter.

2. Rättelserna skola meddelas afs ändande utvexlingspostkontoret vid besvaringen af den förteckning, hvari rattelserna blifvit gjorda.

3. Skulle en förteckning förete andra felaktigheter, tillhör det emottagande utvexlingspostkontoret att begära en förklaring af afsändande utvexlingspostkontoret som bör afgifva samma förklaring så fort ske kan.

4. Under tiden uppskjutes med affärddandet till orter inom riket af postanvisningar, å hvilka anteckningarna i den felaktiga förteckningen hafva afseende.

ARTIKEL XVI.

Utställande af inrikes postanvisningar.

Så snart en postanvisningsförteckning inkommit till emottagande utvexlingspostkontoret, utställer detta postkontor inrikes postanvisningar till adressaterna för de i förteckningen specificerade belopp samt afsänder anvisningarna till adressaterna ella till vederbörande utbetalande postanstalter i enlighet med de bestämmelser, som inom hvartdera landet gälla för utvexling af inrikes postanvisningar.

ARTIKEL XVII.

Afräkningar.

1. Vid slutet af hvarje qvartal skall af Svenska Postverket upprättas en äfrakning, upptagande:

1:o) slutsummorna af de samma qvartal tillhörande postanvisningsförteckningar som ut vexlats mellan de båda Postverken (art. XII.), med tillägg af den i art V omnämnda provision.

2:o) slutsummorna å förteckningarna öfver postanvisningar, som afsändande Bostverket bemyndigats att till afsändare återbetala (art. X.);

3:o) totalbeloppen för de postanvisningar, som inom hvartdera landet förblifvt obeställbara (art. XI.); och

4:o) det saldo, som på grund af afräkningen för det ena eller andra Postverket uppkommit.

2. Denna afräkning, som skall upp-

formity with Form C, annexed, shall be transmitted, in duplicate, by the Swedish office to the Post-Office Department of the United States, which shall return one copy of the account duly accepted.

ARTICLE XVIII.

Payment of balance.

1. When the Swedish office has to pay to the office of the United States the balance of the account, it shall pay such balance at the same time that it sends the account, which shall be as soon as possible, and at the latest within the close of the quarter, immediately following that which the Account concerns.

2. A similar course shall be followed by the Post-Office Department of the United States when it returns the duplicate of the account accepted. This return shall be made as soon as possible and at the latest within thirty days after the reception of the accounts.

3. The payment of the balance shall be made at Stockholm, when it is to the credit of Sweden; and at Washington, when it is to the credit of the United States; and always in the money of the country to which payment is made without any deduction for the last-mentioned country; and all expenses in the matter shall be at the charge of the debtor Post-Office.

4. Should on any occasion one of the Post-Offices be creditor of the other for paid money-orders amounting to a total exceeding 20,000 Kronor, the creditor office shall have the right to require a prepayment or provisional liquidation which may amount to three-fourths of the sum of the debt. In such case the payment shall follow immediately.

5. In the event of the balance of an account not being paid within the time specified in 1 and 2 above, the amount of such balance shall be chargeable with interest from the date of the stipulated period until the day of the transmission of the amount due. Such interest shall be computed at the rate of five (5) per cent. per annum, and is to be entered in the accounts next following as a debit against the dilatory administration.

ARTICLE XIX.

Additional rules.

1. The Postmaster General in each country shall be authorized to adopt any additional rules (if not repugnant to the foregoing) for the greater security against fraud, or, for the better working of the system generally.

2. All such additional rules, however, must be communicated to the Postmaster General of the other country.

rättas i enlighet med här bilagda formulär C., skall af Svenska Postverket öfversändas i två exemplar till Förenta Staternas Postverk, som återsänder det ena exemplaret, behörigen attesteradt.

ARTIKEL XVIII.

Saldot af en afräkning.

1. När Svenska Postverket har att till Förenta Staternas Postverk betala afräkningens saldo skall denna betalning ega rum samtidigt med öfversändandet af afräkningen, som bör ega rum så fort ske kan och senast inom utgången af qvartalet näst efter det afräkningen afser.

2. Enahanda förfarande skall iakttagas af de Förenta Staternas Postverk, när det samma återsänder det andra exemplaret af afräkningen, försedt med dess attestering. Detta återsändande bör verkställas så fort ske kan och senast inom tretio dager efter afräkningens emottagande.

3. Betalningens af de uppkommande saldot skall fullgöras i Stockholm, då det samma utfaller till förmån för Sverige, och i Washington, då det utfaller till förmån för Förenta Staterna, samt alltid ega rum i det fordringsegande landets mynt, utad något afdrag för sistnämnda land; åliggande alla omkostnaderna härvid det skuldegande Postverket.

4. Skulle vid något tillfälle det ena Postverket finna sig ega fordran för inlösta postanvisningar af det andra till belopp af mer än 20,000 kronor, är samma Postverk berättigadt att fordra en af betalning eller provisorisk saldering intill tre fjerdedelar af fordringsbeloppet. I sådant fall skall liqvid omedelbart följa.

5. Der saldot af en afräkning icke varder godtgjordt inom utgången af den tid, som i mom. 1 och 2 här ofvan finnes bestämd, skall för saldots belopp erläggas ränta från nämnda tid intill den dag liqvid sändes. Denna ränta beräknas efter fem (5) procent för år och påföres i nästpåföljande afräkning det Postverk, som icke fullgjort betalningen inom den bestämda tiden.

ARTIKEL XIX.

Tilläggsbestämmelser.

1. Hvartdera landets General-postdirektör eger rättighet att, till större säkerhet mot bedrägerier eller till underlättande af systemets utförande i allmänhet, fastställa en eller annan tilläggsbestämmelse, som dock ej får stå i strid med ofvan anförda bestämmelser.

2. Alla sådana tilläggsbestämmelser skola omedelbart delgifvas det andra landets Generalpostdirektör.

ARTICLE XX.

Power to increase commission, or, to suspend issue of orders.

Should it appear, at any time, that money-orders are used by mercantile men or other persons in Sweden, or, in the United States, for the transmission of large sums of money, the Swedish office, or, the Post-Office Department of the United States, as the case may be, shall consider the propriety of increasing the commission; and shall have power even for a time wholly to suspend the issue of money-orders.

ARTIKEL XX.

Rättighet att inställa postanvisningsrörelsen.

Skulle det någon gång visa sig att post anvisningar anlitas af handlande eller andra personer i Sverige eller i de Förenta Staterna för öfversändande af större penningesummor, står det Svenska eller Förenta Staternas Postförvaltning, efter omständigheterna, fritt att besluta höjandet af postanvisningsafgiften eller att till och med för någon tid inställa postanvisningsrörelsen.

ARTICLE XXI.

Commencement and termination of convention.

This Convention shall come into operation on the 1st day of April, 1885, and shall be terminable on a notice, by either party, of six calendar months.

Done in duplicate and signed at Stockholm this 27th day of December, 1884 and at Washington this 17th day of February, 1885.

WILHELM ROOS. (Seal.) FRANK HATTON. (Seal.)

ARTIKEL XXI.

Aftalets trädande i kraft och dess varaktighet.

Detta aftal skall träda i kraft den 1 april 1885 och upphöra att gälla sex kalendermånader efter skedd uppsägning å någondera sidan.

Utfärdadt i två exemplar och underskrifvet i Stockholm den 27 dagen i december 1884 och i Washington den 17 dagen i februari 1887.

WILHELM ROOS. (Sigill.) FRANK HATTON. (Sigill.)

I hereby approve the foregoing Convention and in testimony thereof I have caused the seal of the United States to be hereunto affixed.

(Seal.) CHESTER A. ARTHUR.

By the President:
FRED'K T. FRELINGHUYSEN,
Secretary of State.

WASHINGTON, *February* 18th, 1885.

NEW ZEALAND.

1881.

The Post-Office Department of the United States of America and the Post-Office Department of the Colony of New Zealand, being desirous of establishing a system of exchange of money-orders between the two countries, the undersigned, duly authorized for that purpose, have agreed upon the following articles:

ARTICLE 1.

There shall be a regular exchange of money-orders between the two countries.

The maximum of each order is fixed at £10 sterling, when issued in New Zealand, and, when issued in the United States, at the equivalent, in sterling money, of $50 in the money of the latter country, converted at the rate fixed by article 13 of the present Convention.*

No money-order shall include a fractional part of a penny, or, of a cent.

The amount of each order, whether issued in the United States or in New Zealand, must be expressed in letters in British money, and the equivalent in the money of the United States must also be shown in figures.

* Subsequent to the execution of this Convention the following change therein has been made by mutual agreement of the parties thereto:
The maximum amount has been increased to £20 sterling for orders issued in New Zealand and to one hundred dollars for orders issued in the United States.

ARTICLE 2.

The New Zealand Post-Office Department shall have power to fix the rates of commission on all money-orders issued in New Zealand, and the Post-Office Department of the United States shall have the same power in regard to all money-orders issued in the United States.

Each office shall communicate to the other its tariff of charges, or rates of commission, which shall be established under this Convention, and these rates shall, in all cases, be payable in advance by the remitters, and shall not be repayable.

It is understood, moreover, that each office is authorized to suspend, temporarily, the exchange of money-orders, in case the course of exchange, or any other circumstance should give rise to abuses, or, cause detriment to the postal revenue.

ARTICLE 3

Each country shall keep the commission charged on all money-orders within its jurisdiction, but shall pay to the other country three fourths of one per cent. on the amount of such orders.*

ARTICLE 4.

The service of the postal money-order system between the two countries, shall be performed exclusively by the agency of Offices of Exchange. On the part of the United States the Office of Exchange shall be San Francisco, California, and on the part of New Zealand, Auckland.

Orders shall be drawn only on the authorized money-order offices of the respective countries; and each Postal Administration shall furnish to the other a List of such offices, and shall, from time to time, notify any addition to, or change in such List. Every order and advice must contain the name of the office and of the country or destination, and if relating to an order payable in the United States, the name of the State in which such office is situated.

ARTICLE 5.

No money-order shall be issued unless the applicant furnish the name and address of the person to whom the amount is to be paid, and his own name and address; or the name of the firm or company who are the remitters or payees, together with the addresses of each.

The money-orders, issued in either country, shall be forwarded by the remitters to the payees, at their own expense.

ARTICLE 6.

The advices of all money-orders issued upon New Zealand by the post-offices in the United States shall be sent to the Office of Exchange at San Francisco, where they shall be impressed with a dated stamp (Form "A") showing the amount to be paid in sterling money, and transmitted, by the next direct mail, to the Exchange Office at Auckland, accompanied by a List, in duplicate, drawn upon the model of Form "B."

The advices, on their arrival in Auckland, shall be compared with the entries in the List, and, afterwards dispatched to the paying offices.

In like manner the advices of money-orders, drawn on the United States by postmasters in New Zealand, shall be sent to the Exchange Office at Auckland, shall there be impressed with a dated stamp (Form "A") showing the amount to be paid in United States money, and be dispatched accompanied by a List, in duplicate, (Form "C") to the Office of Exchange at San Francisco by the next direct mail.

The advices, on their receipt at San Francisco, shall be compared with the entries in the List, and afterwards dispatched to the paying offices.

The advices of orders issued in the United States in the month of June, which may arrive at the Office of Exchange at San Francisco in the earlier days of the following month, shall be entered on Lists supplementary to that of the last day of the month of June, and in like manner, the advices of orders issued in New Zealand in the month of June, which may arrive at the Exchange Office at Auckland in the

* Subsequent to the execution of this Convention the following changes therein have been made by mutual agreement of the parties thereto:

The commission has been reduced to one half of one per cent.

earlier days of the following month shall be entered on Lists supplementary to that of the last day of the month of June.

Each Exchange Office shall certify its orders to the other in amounts designated in the denominations of the money, both of the dispatching and receiving country, at the rate of conversion established by Article 13 of this Convention. The amounts, so converted, shall be checked at the receiving Office of Exchange.

Each Administration hereby undertakes and agrees to suspend the issue of money-orders a sufficient length of time before the sailing of each steamer which carries the Exchange Lists and advices, at those post-offices in its own territory where such suspension may be necessary, in order to prevent the issue of orders which could be dispatched by the outgoing mail while the corresponding advices could not be certified by the Exchange Office in time to be conveyed by that mail.

The Exchange Lists and the accompanying advices shall invariably be sent by such steamers as carry the mails directly from San Francisco to Auckland, or from Auckland to San Francisco, as the case may be, and not via London in any event.

ARTICLE 7.

The Lists dispatched from each Office of Exchange, shall be numbered consecutively, commencing with No. 1 at the beginning of the month of July in each year; and the entries in these Lists shall also have consecutive numbers.

Of each list dispatched a duplicate shall be sent, which duplicate, after being verified by the receiving Office of Exchange, shall be returned to the dispatching Office of Exchange.

Each Office of Exchange shall promptly communicate to the other the correction of any simple error, which it may discover in the verification of the Lists.

When the Lists shall show irregularities, which the receiving Exchange Office shall not be able to rectify, that office shall apply for an explanation to the dispatching Exchange Office, and such explanation shall be afforded without delay.

Should any List fail to be received in due course, the dispatching Exchange Office, on receiving information to that effect shall transmit, without delay, a duplicate of the List, duly certified as such.

ARTICLE 8.

Duplicate orders shall only be issued by the Postal Administration of the country, on which the original orders were drawn, and in conformity with the regulations established, or, to be established in that country.

ARTICLE 9.

The orders, issued by each country on the other, shall be subject, as regards payment, to the regulations which govern the payment of inland orders of the country on which they were drawn.

The paid orders shall remain in the possession of the country of payment.

ARTICLE 10.

Repayment of orders to remitters shall not be made until an authorization for such repayment shall first have been obtained by the country of issue from the country where such orders are payable, and the amounts of the repaid orders shall be duly credited to the former country in the quarterly account (Article 12.)

It is the province of each Postal Administration to determine the manner in which repayment to the remitters is to be made.

ARTICLE 11.

Orders which shall not have been paid within twelve calendar months from the month of issue shall become void, and the sums received shall accrue to, and be at the disposal of the country of origin.

The New Zealand Office shall, therefore, enter to the credit of the United States, in the quarterly account, all money-orders entered in the Lists received from the United States, which remain unpaid at the end of the period specified. (Article 12.)

On the other hand the Post-Office Department of the United States shall, at the close of each month, transmit to the New Zealand Office, for entry in the quarterly account, a detailed statement of all orders, included in the Lists dispatched from the latter Office, which under this Article become void.

ARTICLE 12.

At the close of each quarter an account shall be prepared at the Postmaster-General's Office, Wellington, showing in detail the totals of the Lists, containing the particulars of orders issued in either country during the quarter, and the balance resulting from such transactions.

Three copies of this account shall be transmitted to the Post-Office Department of the United States, at Washington, and the balance, after proper verification, shall, if due by the Post-Office Department of New Zealand, be paid to the General Post-Office at London, to the credit of the Post-Office Department of the United States on account of the exchange or money-orders between the United States and the United Kingdom of Great Britain and Ireland; if due by the Post-Office Department of the United States, the balance shall likewise be paid to the General Post-Office at London, to the credit of the Post-Office Department of New Zealand.

If pending the settlement of an account, one of the two Postal Administrations shall ascertain that it owes the other a balance exceeding five hundred pounds (£500) sterling, the indebted Administration shall promptly remit the approximate amount of such balance to the credit of the other.

This account shall be in accordance with the forms "D," "E," "F," and "G," annexed to this Convention.

ARTICLE 13.

Until the two Postal Administrations shall consent to an alteration, it is agreed that in all matters of account relative to money-orders which shall result from the execution of the present Convention the pound sterling of Great Britain shall be considered as equivalent to four dollars, eighty-seven cents, of the money of the United States.

ARTICLE 14.

The Postal Administration in each country shall be authorized to adopt any additional rules, (if not repugnant to the foregoing), for the greater security against fraud, or, for the better working of the system, generally.

All such additional rules, however, must be promptly communicated to the Post-Office of the other country.

ARTICLE 15.

This present Convention shall take effect on the first day of January, 1882, and shall continue in force until twelve months after either of the contracting parties shall have notified to the other its intention to terminate it.

Done in duplicate and signed in Washington on the sixth day of December, in the year of our Lord, 1881, and in Wellington on the eighth day of October, in the year of our Lord, 1881.

[Seal of the Post Office Department of the United States.]

(Signed) THOMAS L. JAMES,
Postmaster General of the United States.

(Signed) WALTER U. JOHNSTON,
Postmaster General of New Zealand.

In the presence of—
W. GRAY,
Secretary Posts & Telegraphs.

I hereby approve the foregoing convention, and in testimony thereof I have caused the seal of the United States to be hereto affixed.

(Signed) CHESTER A. ARTHUR.

By the President.

[Seal of the United States.]

(Signed) JAMES G. BLAINE,
Secretary of State.

WASHINGTON, *December 8th*, 1881.

NEW SOUTH WALES.

1881.

nt Office Department of the United States of America and the General Post
he Colony of New South Wales, Australia, being desirous of establishing a
exchange of money-orders between the two countries, the undersigned,
orized for that purpose, have agreed upon the following Articles:

ARTICLE 1.

hall be a regular exchange of money orders between the two countries.
ximum of each order is fixed £10 sterling, when issued in New South Wales,
issued in the United States, at the equivalent, in sterling money, of $50
ney of the latter country, converted at the rate fixed by Article 13 of the
onvention.*
ey order shall include a fractional part of a penny, or, of a cent.
ount of each order, whether issued in the United States or in New South
ist be expressed in letters in British money, and the equivalent in the money
ited States must also be shown in figures.

ARTICLE 2.

w South Wales Post Office shall have power to fix the rates of commission
ney orders issued in New South Wales, and the Post-Office Department of the
ates shall have the same power in regard to all money orders issued in the
ates.
ffice shall communicate to the other its tariff of charges, or rates of com-
which shall be established under this Convention, and these rates shall, in
be payable in advance by the remitters, and shall not be repayable.
derstood, moreover, that each Office is authorized to suspend, temporarily,
nge of money orders, in case the course of exchange, or any other circum-
ould give rise to abuses, or, cause detriment to the postal revenue.

ARTICLE 3.

ountry shall keep the commission charged on all money orders within its
on, but shall pay to the other country three fourths of one per cent. on the
f such orders.†

ARTICLE 4.

vice of the Postal money order system between the two countries, shall be
l exclusively by the agency of Offices of Exchange. On the part of the
ates the Office of Exchange shall be San Francisco, California, and on the
ew South Wales, Sydney.
shall be drawn only on the authorized money order offices of the respective
; and each Postal Administration shall furnish to the other a List of such
id shall, from time to time, notify any addition to or change in such list.
ler and advice must contain the name of the office and of the country of des-
and if relating to an order payable in the United States, the name of the
which such office is situated.

ARTICLE 5.

ney-order shall be issued unless the applicant furnish the name and address
rson to whom the amount is to be paid and his own name and address; or
of the firm, or company who are the remitters or payees, together with the
of each.
ney-orders issued in either country, shall be forwarded by the remitters to
es at their own expense.

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um amount subsequently changed by mutual agreement between the parties to this Conven-
sterling for orders issued in New South Wales, $100 for orders issued in the United States.
ently reduced to one half of one per cent by mutual agreement between the parties to this
).

ARTICLE 6.

The advices of all money-orders issued upon New South Wales by the post offices in the United States shall be sent to the Office of Exchange at San Francisco, where they shall be impressed with a dated stamp (Form "A") showing the amount to be paid in Sterling money, and transmitted, by the next direct mail, to the Exchange Office at Sydney, accompanied by a List, in duplicate, drawn upon the model of Form "B."

The advices, on their arrival in Sydney, shall be compared with the entries in the List, and, afterwards dispatched to the paying offices.

In like manner the advices of money-orders, drawn on the United States by postmasters in New South Wales, shall be sent to the Exchange Office at Sydney, shall there be impressed with a dated stamp (Form "A") showing the amount to be paid in United States money, and be dispatched accompanied by a List, in duplicate, (Form "C") to the Office of Exchange at San Francisco by the next direct mail.

The advices, on their receipt at San Francisco, shall be compared with the entries in the List, and afterwards dispatched to the paying offices.

The advices of orders issued in the United States in the month of June, which may arrive at the Office of Exchange at San Francisco in the earlier days of the following month, shall be entered on Lists supplementary to that of the last day of the month of June, and in like manner, the advices of orders issued in New South Wales in the month of June, which may arrive at the Exchange Office at Sydney in the earlier days of the following month, shall be entered on Lists supplementary to that of the last day of the month of June.

Each Exchange Office shall certify its orders to the other in amounts designated in the denominations of the money both of the dispatching and receiving country, at the rate of conversion established by Article 13 of this Convention. The amounts, so converted, shall be checked at the receiving office of Exchange.

Each Administration hereby undertakes and agrees to suspend the issue of money-orders a sufficient length of time before the sailing of each steamer which carries the Exchange Lists and advices, at those post offices in its own territory where such suspension may be necessary, in order to prevent the issue of orders which could be dispatched by the outgoing mail while the corresponding advices could not be certified by the Exchange Office in time to be conveyed by that mail.

The Exchange Lists and the accompanying advices shall invariably be sent by such steamers as carry the mails directly from San Francisco to Sydney, or from Sydney to San Francisco, as the case may be, and not via London in any event.

ARTICLE 7.

The Lists, dispatched from each Office of Exchange, shall be numbered consecutively, commencing with No. 1 at the beginning of the month of July in each year; and the entries in these Lists shall also have consecutive numbers.

Of each List dispatched a duplicate shall be sent, which duplicate, after being verified by the receiving Office of Exchange, shall be returned to the dispatching Office of Exchange.

Each Office of Exchange shall promptly communicate to the other the correction of any simple error, which it may discover in the verification of the Lists.

When the Lists shall show irregularities, which the receiving Exchange Office shall not be able to rectify, that Office shall apply for an explanation to the dispatching Exchange Office, and such explanation shall be afforded without delay.

Should any List fail to be received in due course, the dispatching Exchange Office, on receiving information to that effect, shall transmit, without delay, a duplicate of the List, duly certified as such.

ARTICLE 8.

Duplicate orders shall only be issued by the Postal Administration of the country, on which the original orders were drawn, and in conformity with the regulations established, or, to be established, in that country.

ARTICLE 9.

The orders, issued by each country on the other, shall be subject, as regards payment, to the regulations which govern the payment of inland orders of the country, on which they were drawn.

The paid orders shall remain in the possession of the country of payment.

ARTICLE 10.

›ayment of orders to remitters shall not be made until an authorization for such ment shall first have been obtained by the country of issue from the country › such orders are payable and the amounts of the repaid orders shall be duly ›ed to the former country in the quarterly account. (Article 12.)
s the province of each Postal Administration to determine the manner in which ment to the remitters is to be made.

ARTICLE 11.

lers which shall not have been paid within twelve calendar months from the h of issue, shall become void, and the sums received shall accrue to, and be at isposal of the country of origin.
› New South Wales Office shall, therefore, enter to the credit of the United s, in the quarterly account, all money-orders entered in the Lists received from nited States, which remain unpaid at the end of the period specified. (Arti- ›.)
the other hand the Post Office Department of the United States shall, at the of each month, transmit to the New South Wales Office, for entry in the quar- account, a detailed statement of all orders, included in the Lists dispatched the latter Office, which under this Article become void.

ARTICLE 12.

the close of each quarter an account shall be prepared at the General Post Office w South Wales, showing in detail the totals of the Lists, containing the particu- ›f orders issued in either country during the quarter, and the balance resulting such transactions.
ree copies of this account shall be transmitted to the Post Office Department of nited States at Washington, and the balance, after proper verification, shall, if ›y the General Post Office of New South Wales, be paid to the General Post- ›, at London, to the credit of the Post Office Department of the United States on ınt of the exchange of money orders between the United States and the United ›dom of Great Britain and Ireland; if due by the Post Office Department of the ›d States, the balance shall likewise be paid to the General Post Office at Lon- ›o the credit of the General Post Office of New South Wales.
pending the settlement of an account, one of the two Postal Administrations ascertain that it owes the other a balance exceeding five hundred pounds (£500) ng, the indebted Administration shall promptly remit the approximate amount ›h balance to the credit of the other.
is account shall be in accordance with the forms "D," "E," "F," and "G," an- l to this Convention.

ARTICLE 13.

til the two Postal Administrations shall consent to an alteration, it is agreed in all matters of account, relative to money-orders, which shall result from the ıtion of the present Convention, the pound sterling of Great Britain shall be dered as equivalent to four dollars, eighty seven cents, of the money of the ›d States.

ARTICLE 14.

e Postal Administration in each country shall be authorized to adopt any addi- l rules, (if not repugnant to the foregoing,) for the greater security against l, or, for the better working of the system generally.
such additional rules, however, must be promptly communicated to the Post › of the other country.

ARTICLE 15.

is present Convention shall take effect on the first day of January, 1882, and continue in force until twelve months after either of the contracting parties have notified to the other its intention to terminate it.
ne in duplicate and signed in Washington on the sixth day of December, in the

year of our Lord, 1881, and in Sydney on the twenty ninth day of October, in the year of our Lord, 1881.

THOMAS L. JAMES,
Postmaster General of the United States.
[Seal of the Post Office Department of the United States.]

F. B. SUTTER,
Postmaster General of New South Wales.
[Seal of General Post Office of New South Wales.]

I hereby approve the foregoing convention, and in testimony thereof, I have caused the seal of the United States to be hereto affixed.

[Seal of the United States.] CHESTER A. ARTHUR.

By the President:
JAMES G. BLAINE,
Secretary of State.

WASHINGTON, *December 8th, 1881*

VICTORIA.

1881.

The Post Office Department of the United States of America and the General Post Office of the Colony of Victoria, Australia, being desirous of establishing a system of exchange of money-orders between the two countries, the undersigned, duly authorized for that purpose, have agreed upon the following Articles:

ARTICLE 1.

There shall be a regular exchange of money-orders between the two countries.

The maximum of each order is fixed at £10 sterling, when issued in Victoria, and, when issued in the United States, at the equivalent, in sterling money, of $50 in the money of the latter country, converted at the rate fixed by Article 18 of the present Convention.*

No money-order shall include a fractional part of a penny, or, of a cent.

The amount of each order, whether issued in the United States or in Victoria, must be expressed in letters in British money, and the equivalent in the money of the United States must also be shown in figures.

ARTICLE 2.

The Victoria Post Office shall have power to fix the rates of commission on all money-orders issued in Victoria, and the Post-Office Department of the United States shall have the same power in regard to all money-orders issued in the United States.

Each Office shall communicate to the other its tariff of charges, or rates of commission, which shall be established under this Convention, and these rates shall, in all cases, be payable in advance by the remitters, and shall not be repayable.

It is understood, moreover, that each Office is authorized to suspend, temporarily, the exchange of money-orders in case the course of exchange, or any other circumstance should give rise to abuses, or, cause detriment to the postal revenue.

ARTICLE 3.

Each country shall keep the commission charged on all money-orders within its jurisdiction, but shall pay to the other country three-fourths of one per cent. on the amount of such orders.†

ARTICLE 4.

The service of the Postal money-order system between the two countries, shall be performed exclusively by the agency of Offices of Exchange. On the part of the United States the Office of Exchange shall be San Francisco, California, and on the part of Victoria, Melbourne.

Orders shall be drawn only on the authorized money-order offices of the respective

*By mutual agreement between the parties to this Convention this maximum has been increased to £20 sterling for orders issued in Victoria and to $100 for orders issued in the United States.

† Reduced to one-half of one per cent by mutual agreement between the parties to this convention.

es; and each Postal Administration shall furnish to the other a List of such
and shall, from time to time, notify any addition to, or change in such list.
rder and advice must contain the name of the office and of the country of
ion, and if relating to an order payable in the United States, the name of the
which such office is situated.

ARTICLE 5.

oney-order shall be issued unless the applicant furnish the name and address
erson to whom the amount is to be paid, and his own name and address; or,
e of the firm, or company who are the remitters or payees, together with the
es of each.
oney-orders, issued in either country, shall be forwarded by the remitters to
ees, at their own expense.

ARTICLE 6.

dvices of all money-orders issued upon Victoria by the post offices in the
States shall be sent to the Office of Exchange at San Francisco, where they
impressed with a dated stamp (Form "A") showing the amount to be paid
ing money, and transmitted, by the next direct mail, to the Exchange Office
ourne, accompanied by a List, in duplicate, drawn upon the model of Form

dvices, on their arrival in Melbourne, shall be compared with the entries in
, and, afterwards dispatched to the paying offices.
e manner the advices of money-orders, drawn on the United States by post-
in Victoria, shall be sent to the Exchange Office at Melbourne, shall there
essed with a dated stamp (Form "A") showing the amount to be paid in
States money, and be dispatched accompanied by a List, in duplicate (Form
) the Office of Exchange at San Francisco by the next direct mail.
dvices, on their receipt at San Francisco, shall be compared with the entries
list, and afterwards dispatched to the paying offices.
dvices of orders issued in the United States in the month of June, which may
t the Office of Exchange at San Francisco in the earlier days of the following
shall be entered on Lists supplementary to that of the last day of the month
, and in like manner, the advices of orders issued in Victoria in the month of
hich may arrive at the Exchange Office at Melbourne in the earlier days of
owing month, shall be entered on Lists supplementary to that of the last day
onth of June.
Exchange Office shall certify its orders to the other in amounts designated in
ominations of the money both of the dispatching and receiving country, at the
conversion established by Article 13 of this Convention. The amounts, so
ed, shall be checked at the receiving Office of Exchange.
Administration hereby undertakes and agrees to suspend the issue of money-
sufficient length of time before the sailing of each steamer which carries the
ge Lists and advices, at those post offices in its own territory where such sus-
may be necessary, in order to prevent the issue of orders which could be dis-
by the outgoing mail while the corresponding advices could not be certified
Exchange Office in time to be conveyed by that mail.
Exchange List and the accompanying advices shall invariably be sent by such
s as carry the mails directly from San Francisco to Sydney, or from Sydney
Francisco, as the case may be, and not via London in any event.

ARTICLE 7.

lists, dispatched from each Office of Exchange, shall be numbered consecu-
commencing with No. 1 at the beginning of the month of July in each year;
entries in these Lists shall also have consecutive numbers.
ch List dispatched a duplicate shall be sent, which duplicate, after being
by the receiving Office of Exchange, shall be returned to the dispatching
f Exchange.
Office of Exchange shall promptly communicate to the other the correction
imple error, which it may discover in the verification of the Lists.
the Lists shall show irregularities, which the receiving Exchange Office
t be able to rectify, that Office shall apply for an explanation to the dispatch-
hange Office, and such explanation shall be afforded without delay.
d any List fail to be received in due course, the dispatching Exchange Office,
ving information to that effect, shall transmit, without delay, a duplicate of
, duly certified as such.

ARTICLE 8.

Duplicate orders shall only be issued by the Postal Administration of the country, on which the original orders were drawn, and in conformity with the regulations established, or, to be established in that country.

ARTICLE 9.

The orders, issued by each country on the other, shall be subject, as regards payment, to the regulations which govern the payment of inland orders of the country, on which they were drawn.

The paid orders shall remain in the possession of the country of payment.

ARTICLE 10.

Repayment of orders to remitters shall not be made until an authorization for such repayment shall first have been obtained by the country of issue from the country where such orders are payable, and the amounts of the repaid orders shall be duly credited to the former country in the quarterly account. (Article 12.)

It is the province of each Postal Administration to determine the manner in which repayment to the remitters is to be made.

ARTICLE 11.

Orders which shall not have been paid within twelve calendar months from the month of issue, shall become void, and the sums received shall accrue to, and be at the disposal of the country of origin.

The Victoria Office shall, therefore, enter to the credit of the United States, in the quarterly account, all money-orders entered in the Lists received from the United States, which remain unpaid at the end of the period specified. (Article 12.)

On the other hand the Post Office Department of the United States shall, at the close of each month, transmit to the Victoria Office, for entry in the quarterly account, a detailed statement of all orders, included in the Lists dispatched from the latter Office, which under this Article become void.

ARTICLE 12.

At the close of each quarter an account shall be prepared at the General Post Office of Victoria, showing in detail the totals of the Lists, containing the particulars of orders issued in either country during the quarter, and the balance resulting from such transactions.

Three copies of this account shall be transmitted to the Post Office Department of the United States, at Washington, and the balance, after proper verification, shall, if due by the General Post Office of Victoria, be paid to the General Post Office at London, to the credit of the Post Office Department of the United States on account of the exchange of money-orders between the United States and the United Kingdom of Great Britain and Ireland; if due by the Post Office Department of the United States the balance shall likewise be paid to the General Post Office at London, to the credit of the General Post Office of Victoria.

If pending the settlement of an account, one of the two Postal Administrations shall ascertain that it owes the other a balance exceeding five hundred pounds (£500) sterling, the indebted Administration shall promptly remit the approximate amount of such balance to the credit of the other.

This account shall be in accordance with the forms "D," "E," "F," and "G," annexed to this Convention.

ARTICLE 13.

Until the two Postal Administrations shall consent to an alteration, it is agreed that in all matters of account, relative to money-orders, which shall result from the execution of the present Convention, the pound sterling of Great Britain shall be considered as equivalent to four dollars eighty-seven cents of the money of the United States.

ARTICLE 14.

The Postal Administration in each country shall be authorized to adopt any additional rules, (if not repugnant to the foregoing,) for the greater security against fraud, or, for the better working of the system generally.

All such additional rules, however, must be promptly communicated to the Post Office of the other country.

ARTICLE 15.

This present Convention shall take effect on the first day of January, 1882, and shall continue in force until twelve months after either of the contracting parties shall have notified to the other its intention to terminate it.

Done in duplicate and signed in Washington on the ninth day of December, in the year of our Lord 1881, and in Melbourne on the fifth day of October, in the year of our Lord 1881.

{ Seal of the Post Office Department of the United States. }
[Seal of the General Post Office of Victoria.]

THOMAS L. JAMES,
Postmaster General of the United States.
HENRY BOLTON,
Postmaster General of Victoria.

I hereby approve the foregoing convention, and in testimony thereof, I have caused the seal of the United States to be hereto affixed.

[Seal of the United States.]

CHESTER A. ARTHUR.

By the President:
JAMES G. BLAINE,
Secretary of State.

WASHINGTON, *December 9th*, 1881.

BELGIUM.

1882.

Convention between the United States of America and Belgium, concerning the exchange of postal-orders. Signed at Washington November 20, 1882; *approved by the President November* 20, 1882; *ratifications exchanged at Washington December* 28, 1882.

Convention between the United States of America and Belgium concerning the exchange of postal orders.

The undersigned, Timothy O. Howe, Postmaster-General of the United States of America, in virtue of the powers vested in him by law, and Th. de Bounder de Melsbroeck, Envoy Extraordinary and Minister Plenipotentiary from Belgium to the United States of America, &c., &c., in the name of his Government and by virtue of the powers which he has formally presented to this effect, have agreed upon the following Convention:

ARTICLE 1.

There is established between the United States of America and Belgium a regular exchange of postal-orders. This exchange is to be effected by the Exchange Offices which each of the two Administrations shall have designated for this purpose, and which Exchange Offices shall notify each other by means of lists of orders for payment.

ARTICLE 2.

The amount of the orders shall always be expressed in the money of the country where payment is to be made.

Convention entre les États-Unis d'Amérique et la Belgique pour l'échange de mandats-poste.

Les soussignés, Timothy O. Howe, Postmaster Général des États-Unis d'Amérique, agissant en vertu des pouvoirs qu'il tient de la loi, et Th. de Bounder de Melsbroeck, Envoyé Extraordinaire et Ministre Plénipotentiaire de Belgique aux États-Unis d'Amérique, &c., &c., agissant au nom de son Gouvernement, et en vertu des pleins pouvoirs qu'il a formellement présentés à cet effet, ont conclu la Convention suivante:

ARTICLE 1.

Il est établi entre les États-Unis et la Belgique, un échange régulier de mandats-poste. Cet échange aura lieu par l'intermédiaire des bureaux à désigner par chacune des deux Administrations en cause. Ces bureaux se notifieront réciproquement au moyen de listes, les mandats tirés d'un pays sur l'autre.

ARTICLE 2.

Le montant de chaque mandat sera exprimé dans la monnaie du pays où le paiement devra avoir lieu.

ARTICLE 3.

1. No order shall exceed the sum of fifty dollars, if it is payable in the United States, and two hundred and fifty francs if it is payable in Belgium. The two Administrations, however, may, by common agreement, increase this maximum to one hundred dollars or five hundred francs.*

2. Fractions of a cent, or of a demi decime, are not to be introduced into the amount of an order.

ARTICLE 4.

Payment of the amount of orders is to be effected in money of metallic value of the country of destination. This payment can also be effected in either country in paper money which is a legal tender therein. In that event, account is always to be taken of the difference of value, if there be any.

The administration of each of the two contracting countries reserves the right to declare transferable, within its territory, by means of endorsement, the ownership of orders originating in the other.

ARTICLE 5.

1. Each of the two Administrations is at liberty to fix at any time the rate of conversion of the amounts, payment of which is to be made in the other country.

2. The two Administrations will communicate to each other the rate of exchange or of conversion fixed by them, as well as the changes which they may make therein.

ARTICLE 6.

1. Each of the two Administrations shall fix the fees charged upon orders issued in its own country and payable in the other.

2. This fee shall not, however, exceed one and one-half per cent. upon the amounts constituting the divisions in the schedule of fees.

3. The two Administrations will communicate to each other the fees which they shall have established and the changes which they may subsequently make therein.

4. The postal-orders and the receipts given upon such orders, as well as the receipts to be delivered to the remitters, shall not be subjected at the expense of the remitters or the payees of the amounts to any charge or tax whatsoever, in addition to the fees to be received by virtue of sections 1 and 2 above.

ARTICLE 3.

1. Aucun mandat ne pourra excéder la somme de cinquante dollars, s'il est payable aux Etats Unis, et de deux cent cinquante francs s'il est payable en Belgique. Toutefois les deux administrations pourront, d'un commun accord, élever ce maximum à cent dollars ou à cinq cent francs.*

2. Il ne sera pas tenu compte pour l'établissement du montant des mandats, des fractions de demi décime ou de cent.

ARTICLE 4.

Le payement du montant des mandats sera effectué en monnaie métallique du pays destinataire, ou en papier-monnaie ayant cours légal en ce pays, sous réserve, en ce dernier cas, qu'il sera tenu compte de la différence des cours.

Est réservé aux administrations de chacun des pays contractants le droit de déclarer transmissible par voie d'endossement, sur son territoire la propriété des mandats-poste provenant de l'autre pays.

ARTICLE 5.

1. Chacune des deux Administrations aura le droit de fixer à toute époque le taux de conversion du montant des mandats, dans la monnaie de l'autre pays.

2. Les deux Administrations se communiqueront réciproquement le taux de change ou de conversion qu'elles auront adopté ainsi que toute modification qu'elles y apporteraient ultérieurement.

ARTICLE 6.

1. Chacune des deux Administrations fixera de même les taxes à percevoir sur les mandats-poste qu'elle créera sur l'autre pays.

2. Cette taxe ne devra pas, toutefois, dépasser un et demi pour cent des sommes rondes qui forment les degrés de l'échelle de perception.

3. Les deux Administrations se donneront connaissance des taxes qu'elles auront établies et des changements qu'elles y apporteraient ultérieurement.

4. Les mandats-poste et les acquits donnés sur ces mandats de même que le récépissé à délivrer au déposant ne pourront être soumis à la charge des expéditeurs ou des destinataires des fonds à aucun droit ou taxe quelconque en sus des taxes à percevoir en vertu des § 1 et 2 ci dessus.

* Maximum subsequently increased to one hundred dollars (or the equivalent thereof) for either country, by mutual agreement between the parties to this convention.

ARTICLE 7.

Postal Administration by which
›ney-orders are issued shall credit
ministration of the country of pay-
with the total amount of the orders
it has certified to the latter, in
on to three-fourths of one per cent.
e difference between the total
ıt of the orders certified and the
ıt of void and repaid orders.*

ARTICLE 8.

he sums converted into postal
are guaranteed to the remitters,
hey shall have been regularly paid
payees, or to the representatives
latter, or shall have been refunded
remitters.
he sums received by each Adminis-
n in exchange for postal orders, the
ıts of which shall not have been
d by the persons entitled to pay-
before the expiration of the periods
›y the laws or the regulations of the
ry of origin become the absolute
rty of the Administration which has
the orders.

ARTICLE 9.

he end of each quarter the Belgian
Administration shall prepare an
nt comprising all sums paid by the
of the two countries and the credits
iven under each head, in conformity
Article 7, above mentioned, as well
tatement of the orders refunded by
ıdministration.

ARTICLE 10.

he Postal Administration of the
d States shall examine this account,
t it, if necessary, and, if it is found
the debtor, shall transmit the bal-
lue within fifteen days, at the latest,
its receipt, to the Administration of
elgian Posts.
he account shows a balance to the
of the Administration of the United
s of America, the Postal Administra-
f Belgium shall transmit the amount
›f to the former within fifteen days,
e latest, after receipt of notice of
tance, or of correction of the ac-

The balance must always be paid in
oney of metallic value of the coun-
which it is found due, by means of
of exchange on Brussels, or on New
as the case may be.
The expenses which may result
the payment of balances must al-
be borne by the Administration by
ı payment is made.

ARTICLE 7.

L'Administration qui créera les mandats créditera celle du pays où le payement doit en avoir lieu, du montant total des mandats annoncés, en sus d'un droit de trois quarts d'un pour cent* calculé sur la différence entre le montant total des mandats annoncés, et celui des mandats annulés et remboursés.

ARTICLE 8.

1. Les sommes converties en mandats-poste sont garanties aux déposants jusqu'au moment où elles auront été régulièrement payées aux bénéficiaires ou aux mandataires de ceux-ci, ou bien remboursées au déposants eux-mêmes.

2. Les sommes encaissées par chaque Administration, en échange de mandats, et dont le montant n'aurait pas été reclame par les ayants-droit, avant l'expiration des délais fixés par les lois ou règlements du pays d'origine, sont définitivement acquises à l'Administration qui a délivré ces mandats.

ARTICLE 9.

A l'expiration de chaque trimestre l'Administration des postes de Belgique préparera le compte des sommes payées par les offices des deux pays et des crédits à allouer de part et d'autre en exécution de l'Article 7, ci-dessus, ainsi qu'un état des mandats remboursés par chaque Administration.

ARTICLE 10.

1. L'Administration des postes des États-Unis examinera le compte, le rectifiera, s'il y a lieu, et si le solde est en faveur de la Belgique, elle en transmettra le montant, dans les quinze jours, au plus tard, après la réception du compte.

Si le solde s'établit en faveur de l'Administration des États-Unis d'Amérique, l'Administration des Postes de Belgique en transmettra le montant à celle-ci, au plus tard dans les 15 jours qui suivront l'avis de l'acceptation ou de la rectification du compte.

2. Le payement du solde devra toujours être effectué dans la monnaie métallique du pays créancier, au moyen d'une lettre de change tirée sur Bruxelles, ou sur New York, suivant le cas.

3. Les frais à résulter du payement des soldes sont à la charge de l'Administration qui effectue le payement.

›sequently reduced to one-half of one per cent, by mutual agreement between the parties to this ation.

ARTICLE 11.

To ascertain the amount to be paid, the smaller credit is to be converted into the money of the country which has the larger credit, and is to be deducted from the latter credit. This conversion is to be effected according to the average rate of exchange at New York, during the quarter to which the account pertains, if the balance is to the credit of Belgium, and according to the average rate of exchange at Antwerp, during such quarter, if the balance is to the credit of the Postal Administration of the United States.

ARTICLE 12.

Whenever, during the course of a quarter, it is found that the amount of orders drawn upon either of the two Administrations exceeds by five thousand dollars or twenty-five thousand francs the amount of order drawn upon the other Administration, the latter shall send to the former, the proximate amount of the ascertained difference in a round sum, as a payment on account, by means of bills of exchange, under the conditions prescribed in Article 10.

ARTICLE 13.

1. The form and the conditions of issue of postal-orders in each country are subject to the regulations in force in the country of origin.

2. The form, as well as the conditions for payment of postal-orders, including those relating to the suspension of payment, the renewing of orders, the issue of duplicates, and other matters concerning payment, are subject to the regulations in force in the country of destination.

ARTICLE 14.

1. Each Administration is authorized to suspend, temporarily, the interchange of postal-orders whenever the course of exchange or any other circumstance may give rise to abuses or cause detriment to the revenues.

2. Notice of action of this nature must be communicated immediately to the other Administration, and, if deemed necessary, by means of the telegraph.

ARTICLE 15.

The Postal Administrations of the two countries shall have power, by mutual agreement, to arrange detailed regulations for the execution of the present Convention and to modify them at any time, according to the requirements of the service.

ARTICLE 11.

Pour établir le solde, la créance la plus faible est convertie dans la monnaie du pays dont la créance est la plus forte. Cette conversion a lieu d'après le taux moyen du change à New York pendant le trimestre auquel le compte se rapporte, quand le solde de ce compte est en faveur de la Belgique, et d'après le taux moyen du change à Anvers, pendant la même période, quand le solde du compte est en faveur de l'Administration des postes des États-Unis.

ARTICLE 12.

Chaque fois que dans le cours d'un trimestre il est établi que le montant des mandats tirés sur une des deux Administrations dépasse de cinq mille dollars ou vingt-cinq mille francs le montant des mandats tirés sur l'autre Administration, celle ci fait parvenir à la première le montant approximatif de la différence établie en chiffres ronds à titre d'acompte, au moyen de lettres de change et aux conditions indiquées à l'Article 10.

ARTICLE 13.

1. La forme et les conditions d'émission des mandats dans chaque pays sont déterminées par les règlements en vigueur dans le pays d'origine.

2. Le mode et les conditions de payement des mandats-poste, y compris ce qui concerne la suspension du payment, le remplacement des titres, l'émission de duplicatas et toutes les autres formalités se rapportant, au payement, sont reglées par les dispositions en vigueur dans le pays de destination.

ARTICLE 14.

1. Chaque Administration est autorisée à suspendre temporairement l'échange des mandats-poste, chaque fois que le cours du change ou toute autre circonstance peut engendrer des abus ou porter préjudice au Trésor.

2. Avis de cette circonstance doit être donné immédiatement et, au besoin, par le télégraphe à l'autre Administration.

ARTICLE 15.

Les Administrations postales des deux pays sont autorisées à régler de commun accord les mesures de détail pour l'exécution de cette Convention et à les modifier à toute époque suivant les besoins du service.

ARTICLE 16.

The present Convention shall take effect on the first day of January, 1883. It shall remain in force until the expiration of a period of one year after the date upon which one of the two contracting Administrations shall have notified the other of its intention to terminate it.

ARTICLE 17.

The ratifications of the present Convention shall be exchanged prior to the first day of January, 1883, if possible.

In witness whereof, the respective Plenipotentiaries have signed the present Convention and have affixed thereto their seals.

Executed in duplicate and signed at Washington the twentieth day of November 1882.

TIMO. O. HOWE,
The Postmaster-General of the United States.

[Seal of the Post-Office Department of the United States.]

ARTICLE 16.

La présente Convention sera mise à exécution le premier Janvier 1883. Elle restera en vigueur jusqu'à l'expiration de la période d'une année après la date à laquelle l'une des deux Administrations aura notifié à l'autre son intention d'en faire cesser les effets.

ARTICLE 17.

Les ratifications de la présente Convention seront échangées avant le premier Janvier 1883, si faire se peut.

En foi de quoi les Plénipotentiaires respectifs ont signé la présente Convention et y ont apposé leurs cachets.

Fait en double original et signé à Washington le vingt jour de Novembre 1882.

(Sig) TH. DE BOUNDER DE MELSBROECK,
L'Envoyé Extraordinaire et Ministre Plénipotentiaire de Belgique aux États-Unis.

[Seal of the Belgian Legation.]

I hereby approve the foregoing Convention, and in testimony thereof I have caused the seal of the United States to be hereto affixed.

[Seal of the United States.]

CHESTER A. ARTHUR.

By the President:
FRED'K T. FRELINGHUYSEN,
Secretary of State.

WASHINGTON, *November 20th*, 1882.

Detailed regulations for the execution of the Convention concluded between the Postal Administration of the United States of America and that of Belgium, concerning the exchange of postal orders, of November 20, 1882; signed at Washington, December 28, 1883.

Detailed regulations for the execution of the Convention concluded between the Postal Administration of the United States of America and that of Belgium, concerning the exchange of postal orders, of the 20th day of November, 1882.

In pursuance of the terms of Article 15 of the Convention of the 20th of November, 1882, concerning the exchange of postal-orders, the undersigned have agreed upon the following rules of action:

ARTICLE 1.

In conformity with Article 1 of the Convention, the money-order office at Antwerp is designated as the exchange office on the part of Belgium, and the international money-order office at New York as the exchange office on the part of the United States.

Règlement de détail pour l'exécution de la Convention conclue le 20 Novembre 1882 entre les États-Unis d'Amérique et la Belgique, pour l'échange des mandats-poste.

Les soussignés, en vertu de l'Article 15 de la Convention du 20 Novembre 1882 pour l'échange de mandats-poste ont arrêté les mesures d'exécution ci-après:

ARTICLE 1.

Par l'application de l'Article 1er de la Convention le bureau des postes d'Anvers est désigné comme bureau d'échange du côté de la Belgique, et le bureau des mandats internationaux de New York, comme bureau d'échange du côté des États-Unis.

ARTICLE 2.

For the lists by means of which the exchange offices are, in accordance with Article 1 of the Convention, to notify each other of the orders to be paid, the money-order office at Antwerp shall make use of Form "A" hereto annexed, and the international money-order office at New York of the Form "B" hereto annexed.

ARTICLE 3.

1. The lists are to be filled out in accordance with their printed headings, with copying ink, which is also to be used in completing the letter of transmittal upon the first page thereof, and they are to be transmitted in duplicate by each outgoing mail, that is to say, by all mails fixed by schedule which are conveyed via Great Britain between the offices of Antwerp and of New York. Should it happen, at the time of dispatching any mail that there are no money orders to be certified for payment, a list must nevertheless be sent in that mail. But, in such event, the dispatching exchange office will write across the list the words, "No money-orders."

2. The Lists shall bear consecutive numbers, commencing with the calendar year and ending with it.

3. The orders inscribed in the lists shall also be consecutively numbered, the series of numbers to commence with each month on the part of Belgium, and with each calendar year on the part of the United States.

4. The orders issued in the United States during the quarter ending June 30th of each year, which may arrive at the office of exchange at New York in the following quarter shall be entered on lists supplementary to the last list of the month of June, and, in like manner, the orders issued in Belgium during the quarter ending June 30th of each year which may arrive at the exchange office of Antwerp in the following quarter shall be entered on lists supplementary to the last list of the month of June.

ARTICLE 4.

Each list is to be carefully examined by the receiving office, and if the latter finds that it contains manifest errors, it will correct them with red ink. That office will then fill up the columns intended for its use, and return one of the copies of the list to the sending office. In the letter of transmittal of the next list which it has to send, the receiving office, above mentioned, will acknowledge the receipt of the list in question to the office which sent it.

The corrections made are always to be mentioned with explanations at the end of the letter of transmittal.

ARTICLE 2.

En ce qui concerne les listes au moyen desquelles les bureaux d'échange devront, en exécution de l'Article 1er de la Convention, se notifier l'un à l'autre les mandats à payer, le bureau des mandats à Anvers fera usage du formulaire "A" ci-annexé, et le bureau des mandats internationaux de New York, du formulaire "B" également ci-annexé.

ARTICLE 3

1°. Les listes seront établies avec de l'encre à copier, d'après les entêtes imprimés, il sera fait usage de même encre pour compléter la lettre d'envoi qui figure à la première page de ces formulaires. Elles seront transmises en double par chaque expédition, c'est à dire, par toutes les dépêches échangées par la voie de la Grande Bretagne entre les bureaux d'Anvers et de New York, conformément au tableau. S'il arrivait qu'au moment de l'expédition, il n'y eût pas de mandats-poste à notifier, le bureau d'échange expéditeur devrait néanmoins insérer dans la dépêche une liste en travers de laquelle il inscrirait les mots: "Pas de mandats-poste."

2°. Les listes porteront des numéros se continuant du 1er Janvier au 31. Décembre de chaque année.

3°. Les mandats inscrits à ces Listes seront également numérotés d'une manière continue; la série des numéros recommencera chaque mois du côté de la Belgique, et chaque année du côté des États-Unis.

4°. Les mandats émis aux Etats Unis pendant le trimestre expirant au 30 Juin de chaque année, mais qui parvieudraient au bureau d'échange de New York dans le trimestre suivant feront l'objet de listes supplémentaires à la dernière liste du mois de Juin. De même, les mandats émis en Belgique pendant le trimestre prenant fin au 30 Juin qui parviendraient au bureau d'échange d'Anvers dans le trimestre suivant, feront l'objet des listes supplémentaires à la dernière liste du mois de Juin.

ARTICLE 4.

Chaque liste sera vérifiée par le bureau d'échange destinataire, et ci celui-ci y constatait des erreurs manifestes, il les rectifierait à l'encre rouge. Ce bureau remplira en suite les colonnes qui lui sont réservées et renverra l'une des doubles de la liste au bureau expéditeur. Il accusera ensuite réception de cette liste au dit bureau expéditeur sur la lettre d'envoi qu'il aura à lui transmettre.

Les rectifications opérées devront toujours être expliquées au bas de la lettre d'envoi.

ARTICLE 5

:n the list contains errors or irreg-
ies which cannot be corrected
nt consultation with the exchange
of the country of origin, the ex-
e office of the country of destina-
hall request explanations from the
ıg exchange office at the same time
t acknowledges the receipt of the
The explanations requested are to
rnished as promptly as possible.
:ime the payment of orders in regard
ich errors have been discovered is to
ıpended.

ARTICLE 6.

t appears from the number of the
:eived that the preceding list has
to arrive, the receiving office shall
for such list by the first mail. The
ıg office, as soon as it is informed of
atter, shall send forthwith a dupli-
f the missing list.

ARTICLE 7.

the orders entered in the lists the
xchange offices shall issue inland
-orders in accordance with the regu-
s in force in the premises in the
:y of destination, and with the pro-
s of Article 13 of the Convention.

ARTICLE 8.

'or the quarterly account provided
Article 9 of the Convention, the
ın Postal Administration shall make
form "C" hereto annexed.
'his account is to be made upon the
ɔf the lists accepted or corrected by
ceiving offices of exchange. It is
s to be prepared promptly and
aitted to the Postal Administration
United States as soon as all the lists
he international money-order office
w York bearing the date of the
ɔr to which it pertains shall have
:d the money-order office of Ant-
and all the duplicates of the lists
ı same quarter dispatched by the
office shall have been returned to
a New York. If it be possible, this
ıt is to be transmitted by the Bel-
'ostal Administration to that of the
l States, at the latest, within six
after the close of the quarter.

ARTICLE 9.

he Postal Administration of the
y of origin shall be duly notified of
ers which shall not have been paid
respective payees in the country of
ation, within one year after the date
receipt of the list, and, after an

ARTICLE 5.

Lorsqu'une liste contiendra des erreurs ou des irrégularités ne pouvant être redressées sans l'intervention du bureau d'échange du pays d'origine, le bureau d'échange du pays de destination réclamera des explications au bureau d'échange expéditeur en même temps qu'il lui accusera réception de la liste. Les explications réclamées seront fournies aussi promptement que possible. En attendant le payement des mandats entâchés d'erreurs sera différé.

ARTICLE 6.

S'il est constaté, par le numéro de la liste reçue que la liste précédente n'est point parvenue, le bureau destinataire réclamera cette dernière liste par premier courrier. Dès réception de cette réclamation le bureau expéditeur transmettra un duplicata de la liste manquante.

ARTICLE 7.

Pour les ordres de paiement portés aux listes les deux bureaux d'échange émettront des mandats poste internes, suivant les règlements en vigueur dans le pays de destination et conformément aux stipulations de l'Article 13 de la Convention.

ARTICLE 8.

1°. L'Administration des Postes belges fera usage du formulaire "C" ci-annexé pour l'établissement du compte trimestriel prévu par l'Article 9 de la Convention.

2°. Ce compte sera dressé d'après les listes acceptées ou rectifiées par les bureaux d'échange destinataires. Il devra toujours être établi sans délai et être transmis à l'Administration des postes des États-Unis dès que toutes les listes du bureau des mandats internationaux de New York datées du trimestre auquel le compte se rapporte, seront parvenues au bureau des mandats à Anvers, et que tous les duplicatas de listes du même trimestre transmis par ce dernier bureau lui auront été renvoyés par celui de New York. Autant que possible ce compte sera transmis par l'Administration des Postes de Belgique, à celle des Etats-Unis au plus tard six semaines après l'expiration du trimestre.

ARTICLE 9.

1°. L'Administration des Postes du pays d'origine devra recevoir avis de tous les mandats qui n'auraient pas été payés à leurs bénéficiaires respectifs en dèans le délai d'une année après la réception de la liste. Dès que les deux Administrations

agreement shall have been reached in regard to these orders, they shall be entered in the quarterly accounts, in order that the amounts thereof may be restored to the remitters in conformity with Article 9 of the Convention.

2. In like manner, there shall be embraced in this account, postal-orders, application for repayment of which has been made to, and permission therefor received from, the country of destination, in conformity with Article 9 of the Convention.

ARTICLE 10.

1. The quarterly account is always to be transmitted in triplicate to the Postal Administration of the United States. If this account shows a balance in favor of the Belgian Postal Administration two copies shall be returned to the latter, bearing an acknowledgment of the acceptance of the balance. In case the balance is in favor of the Postal Administration of the United States, the latter will retain two copies and send back but one.

2. When the balance found to be due the Belgian Postal Administration shall have been paid, the latter will affix its acknowledgment of receipt to one of the two copies which have been returned to it, and will send it back as a voucher to the Postal Administration of the United States of America.

3. In case the balance is in favor of the latter, it will, on receipt of the amount of such balance, affix its acknowledgment of receipt to one of the two copies of the account which it has retained, and will transmit the same as a voucher to the Belgian office.

ARTICLE 11.

Payments of balances and payments on account made in pursuance of Articles 10 and 12 of the Convention are to be effected by means of bills of exchange, which, when the balance is in favor of the Belgian Postal Administration, are to be drawn on Antwerp or on Brussels, payable to the Director General of Posts and Telegraphs at Brussels. When the balance is to the credit of the Postal Administration of the United States, the bills of exchange are to be drawn upon New York, payable to the Postmaster-General at Washington.

ARTICLE 12.

For the purpose of balancing the quarterly account, the conversion of one money into the other shall be made in compliance with the terms of Article 11 of the Convention. To that end the debtor Administration shall forward to the creditor Administration a certified tabular statement of the rate of exchange at Brussels,

se seront mises d'accord au sujet de ces mandats, et conformément à l'article 9 de la Convention, ceux-ci feront l'objet d'un compte trimestriel pour que leur montant puisse être remboursé aux déposants.

2°. On comprendra de même dans ce compte les mandats dont le remboursement aurait été réclamé au pays de destination, et autorisé par celui-ci, en exécution de l'Article 9 de la Convention.

ARTICLE 10.

1°. Le compte trimestriel devra toujours être transmis en triple expédition à l'Administration des postes des États-Unis. Si le solde de ce compte est en faveur de l'Administration des postes de Belgique, deux expéditions seront renvoyées à cette Administration, approuvés pour le montant du solde. Si le solde est en faveur de l'Administration des postes des États-Unis, celle-ci retiendra deux expéditions du compte et n'en renverra qu'une.

2°. Après payement du solde du compte en faveur de l'Administration des postes de Belgique, celle-ci donnera quittance sur une des deux expéditions qui lui auront été renvoyées, et la transmettra comme pièce justificative à l'Administration des postes des États-Unis.

3°. Si le solde est en faveur de cette dernière Administration, celle-ci, à la réception du montant de ce solde, en donnera quittance sur une des deux expéditions du compte qu'elle a retenues, et renverra cette expédition à l'office belge, comme pièce justificative du paiement.

ARTICLE 11.

Les payements de soldes et des acomptes faits en exécution des Articles 10 et 12 de la Convention seront effectués au moyen de traites qui, si le solde est en faveur de l'Administration des postes de Belgique, devront être tirées sur Anvers ou Bruxelles, et être payables au Directeur Général des Postes et Télégraphes à Bruxelles. Si la balance est en faveur de l'Administration des Postes des États-Unis, les traites devront être tirés sur New York, et être payables au Postmaster-Général à Washington.

ARTICLE 12.

Pour établir la balance du compte trimestriel la conversion de l'une des monnaies dans l'autre sera faite, en conformité des dispositions de l'Article 11 de la Convention. A cette fin l'Administration débitrice transmettra à l'Administration créditrice un tableau certifié exact du cours du change côté chaque jour de-

or at New York, as the case may be, quoted each business day during the preceding quarter.

ARTICLE 13.

In addition to the claims mentioned in Article 9 concerning the repayment of orders, the two Administrations agree to take charge of other claims in relation to orders exchanged between Belgium and the United States, for example, in regard to changes of name, places of payment, requests for information concerning payments which have been made, etc., and to dispose of them in accordance with the regulations in force in each country respectively.

ARTICLE 14.

The present detailed regulations shall take effect at the same time as the Convention of the 20th of November, 1882, and shall continue in force as long as the latter.

Done in duplicate and signed at Brussels the twelfth day of December, 1882, and at Washington the twentieth day of November, 1882.

TIMO. O. HOWE,
Postmaster-General of the United States.

[Seal of the Post-Office Department of the United States.]

bourse à Bruxelles ou à New York, suivant le cas, pendant le trimestre précédent.

ARTICLE 13.

Outre les demandes dont il est question à l'article 9, concernant le remboursement des mandats, les deux Administrations convennient de donner suite aux demandes relatives aux mandats échangés entre la Belgique et les États-Unis, en ce qui touche, par exemple, les changements de noms, de lieux de payement, les demandes de renseignements au sujet de payements effectués, etc., et de traiter ces demandes conformément aux règlements en vigueur dans chaque pays respectivement.

ARTICLE 14.

Le présent règlement de détail sera mis à exécution en même temps que la Convention du 20 Novembre 1882, et il aura la même durée que cette dernière.

Fait en double et signé à Bruxelles le douzième jour de Décembre 1882 et à Washington le vingtième jour de Novembre 1882.

N. OLINY,
Ministre des Travaux Publics du Royaume de Belgique.

[Seal of Ministère des Travaux Publics.]

PORTUGAL.

1882.

The Government of the Republic of the United States of America and the Government of his Majesty the King of Portugal and of the Algarves, being desirous of facilitating the exchange of sums of money between the two countries by making use of postal orders and availing themselves of the authority granted by Articles 13 and 15 of the Convention of the Universal Postal Union concluded at Paris on the 1st of June, 1878, the undersigned, Timothy O. Howe, Postmaster-General of the United States of America, in virtue of the powers vested in him by law, and Viscount das Nogueiras, Envoy Extraordinary and Minister Plenipotentiary of his Majesty the King of Portugal, in the name of his Government, and by virtue of the powers which he has formally presented to this effect, have agreed upon the following convention.

ARTICLE 1.

SEC. 1. There shall be a regular exchange of sums of money by means of postal orders between Portugal and the United States of America.

SEC. 2. All the stipulations which are contained in this Convention with regard to Portugal are to be understood as applicable also to the Azores and to the Madeira Islands.

SEC. 3. The Postal Administration of each of the two countries shall determine in regard to its own territory—

a.—The localities where the orders in question can be issued.

b.—The localities where such orders can be paid.

ARTICLE 2.

SEC. 1. The amount of the orders shall be collected from the remitters and paid to the beneficiaries in gold coin or in other lawful money of equal value. Each one of the Postal Administrations may however receive for the issue and employ for the payment of money-orders any money of less value which is a legal tender in its own country, provided account be taken of the difference of value, when occasion arises.

SEC. 2. The amount of each order shall not exceed—

a.—Fifty milreis when issued in the United States for payment in Portugal.* (1)

b.—Fifty dollars when issued in Portugal for payment in the United States.* (1)

The Postal Administrations of the two countries may however, by mutual agreement, increase this maximum to ninety milreis and to one hundred dollars.

SEC. 3. The amount of each order shall be expressed in the metallic money of the country in which payment is to be made. For this purpose, the Postal Administration of the country of origin shall fix the rate of conversion of its own money into metallic money of the country of payment.

SEC. 4. The right is reserved to each of the two contracting countries to declare transferable, within its territory, by means of endorsement, the ownership of postal orders originating in the other.* (2)

ARTICLE 3.

SEC. 1. Each of the two contracting countries shall fix the rate of fees to be collected from the remitters of money-orders issued therein for payment in the other country. This rate of fees shall not exceed one and one-half per cent. upon the amounts constituting the divisions in the schedule of fees.

SEC. 2. In addition to the fee mentioned in this Article no other charge, tax, commission, or impost shall be collected for the issue, transmission, distribution, or payment of money-orders, provided for in this Convention.

SEC. 3. The country which issues the orders shall pay to the country on which they are drawn three quarters of one per cent. computed upon the total value of those orders.*(3)

ARTICLE 4.

Orders issued in Portugal for payment in the United States shall not contain a fraction of a cent, and those which are issued in the United States for payment in Portugal shall not contain a fraction of ten reis.

ARTICLE 5.

The service of the postal money-order system between the two countries shall be performed exclusively by the agency of offices of exchange. These offices shall be—

a.—Lisbon, on the part of Portugal.

b.—New York, on the part of the United States.

ARTICLE 6.

SEC. 1. Each Office of Exchange shall send, by every mail, to the other, a certified List, in duplicate of the money-orders issued in its own country, since the last previous transmission, for payment in the other.

SEC. 2. At the close of each Quarter, or, at the latest, within two months after the expiration thereof, an account, in duplicate, shall be prepared and transmitted by the Administration of Mails, Telegraphs, and Light-houses of Portugal to the Postal Administration of the United States. This account, having been accepted, shall be paid in the metallic money of the creditor country by the indebted Postal Administration, within a limited time to be determined by mutual agreement.

SEC. 3. For this purpose the smaller credit shall be converted into the money of the larger credit.

SEC. 4. In case of the non-payment of the balance of an account within the time specified, the amount of such balance shall be chargeable with interest from the date

* By mutual agreement between the parties to this Convention the following changes have been made therein, subsequent to the date of its execution, viz:

(1) The maximum amount has been fixed for either country at one hundred dollars (or the equivalent thereof.)

(2) The rate of conversion has been fixed for either country as follows: One milreis, gold, to be considered as equivalent to one dollar and eight cents of the money of the United States.

(3) The commission to be paid by each administration to the other has been reduced to one half of one per cent.

of the expiration of the stipulated period until the day of the transmission of the amount due. Such interest shall be computed at the rate of five per cent. per annum; and is to be entered in the accounts as a debit against the dilatory Administration.

ARTICLE 7.

SEC. 1. The sums received for the issue of money-orders remain the property of the remitters until they shall have been duly paid to the beneficiaries or to the representatives of the latter.

SEC. 2. Postal orders accrue to the country of origin when the amounts thereof have not been claimed by the payees within a period of time fixed by mutual agreement.

SEC. 3. Repayment of orders to remitters shall not be made until an authorization for such repayment shall first have been obtained by the country of issue from the country where such orders are payable, and the amounts of the repaid orders shall be duly credited to the former country in the quarterly account. It is the province of each Postal Administration to determine the manner in which repayment to the remitters is to be made. Under no circumstances can the fees paid for money-orders be refunded to the remitters thereof.

SEC. 4. Duplicate orders shall only be issued by the Postal Administration of the country on which the original orders were drawn, and in conformity with the regulations established, or, to be established, in that country.

ARTICLE 8.

Each Administration is authorized, in extraordinary circumstances that would justify the measure, to suspend temporarily the money-order service, in whole or in part, upon condition of giving notice of such suspension immediately to the other country, and, if deemed necessary, by means of the telegraph.

ARTICLE 9.

The General Administration of Mails, Telegraphs, and Light-Houses, of Portugal, and the General Postal Administration of the United States are authorized to adopt by mutual agreement all measures, and to arrange all matters of detail, necessary to secure the execution of all the stipulations of the present Convention.

ARTICLE 10.

The present Convention shall take effect on the first day of January, 1883, and shall continue in force until twelve months after either of the contracting parties shall have notified to the other its intention to terminate it.

ARTICLE 11.

The ratifications of the present Convention shall be exchanged prior to the first day of December, 1882

In witness whereof the respective Plenipotentiaries have signed the present Convention and have affixed thereto their seals.

Executed in duplicate and signed at Washington the fifteenth day of July, 1882.

[Seal of the Post Office Department of the United States.]

TIM. O. HOWE,
The Postmaster General of the United States.

[Seal of the Legation of Portugal to the United States.]

VISCONDE DAS NOGUEIRAS,
Envoy Extraordinary and Minister Plenipotentiary of Portugal to the United States.

I hereby approve the foregoing Convention, and in testimony thereof I have caused the seal of the United States to be hereto affixed.

CHESTER A. ARTHUR.

By the President.

[Seal of the United States.]

FRED'K T. FRELINGHUYSEN,
Secretary of State.

WASHINGTON, *July 15th*, 1882.

Regulations of detail, forms and order for the execution of the Convention for the exchange of Postal Money Orders between the United States and Portugal, concluded at Washington, July 15, 1882.

DETAILED REGULATIONS.

The undersigned, in pursuance of Article 9 of the Convention concluded between the United States and Portugal, on the fifteenth day of July, 1882, for the exchange of sums of money by means of postal orders, have by mutual agreement, decided to adopt the following Regulations:

ARTICLE 1.

The Postal Administrations of the two countries shall communicate to each other the tables of conversion which they shall have adopted for the conversion of money in pursuance of the provisions of the third section of Article 2 of the Convention, and also all alterations which may be made therein.

ARTICLE 2.

Any person in the United States desiring to remit to any part of Portugal a sum of money within the limits prescribed by the second section of Article 2 of the Convention, may pay it into any post-office of the former country authorized to receive sums payable in Portugal, and to pay orders for sums remitted from that country.

The remitter shall give to the postmaster at such post-office the name and exact address of the person to whom the amount is to be paid in the country of destination, and also his own name and address.

Any person in Portugal desiring to remit to the United States a sum of money within the limits prescribed by the second section of Article 2 of the Convention, may pay it into any post office of the former country authorized to receive sums payable in the United States, giving at the same time his own name and address, and the name and exact address of the person to whom the amount is to be paid in the United States.

The receiving post office in either country shall transmit, in accordance with the rules established by its postal administration, due notice of such payment, by an internal money-order, or otherwise, to the dispatching exchange office.

ARTICLE 3.

SEC. 1. The lists by means of which the Exchange Office of New York shall communicate to the Exchange Office of Lisbon the amounts deposited in the United States to be paid in Portugal, shall be in conformity with the model "A" annexed to the present Regulations. The lists by means of which the Exchange Office of Lisbon shall communicate to that of New York the amounts deposited in Portugal to be paid in the United States, shall follow the pattern "B" hereto annexed.

SEC. 2. The lists described in this Article shall be regularly transmitted by every mail, even when there are no deposits to be communicated for payment. In such cases, the words "No Money Orders," are to be written transversely across the lists.

SEC. 3. The lists transmitted by each of the two countries shall be consecutively numbered each year, commencing with Number 1, at the first of January, and terminating at the close of December. The entries in the lists shall also be consecutively numbered, commencing with Number 1 on the first of July in each year.

SEC. 4. The orders issued in the United States during the quarter ending June 30th of each year, which may arrive at the Office of Exchange at New York in the following quarter, shall be entered on lists supplementary to the last list of the month of June, and in like manner the orders issued in Portugal during the quarter ending June 30th of each year, which may arrive at the exchange office of Lisbon in the following quarter, shall be entered on lists supplementary to the last list of the month of June.

ARTICLE 4.

SEC. 1. The Exchange Office, upon receipt of the lists shall proceed to verify them. Should errors be found the necessary corrections are to be made in red ink.

SEC. 2. For the orders entered in the lists, the two Exchange Offices shall issue inland postal orders in accordance with the regulations in force, in the premises, in the country of destination.

SEC. 3. By the first mail forwarded after the receipt of the lists, one of them shall be transmitted to the dispatching office of exchange with a duly executed acknowledgmet of receipt.

SEC. 4. When the lists shall show irregularities which the receiving exchange office shall not be able to rectify, that office shall demand an explanation from the dispatching exchange office, which shall give such explanation with as little delay as possible. Pending the receipt of the explanation, the issue of inland money orders of payment relating to the entries found to be erroneous in the list should be suspended.

ARTICLE 5.

Orders shall be valid during a period of twelve months after the date of the issue thereof.

ARTICLE 6.

SEC. 1. Orders which shall not have been paid within a period of twelve months from the date of the issue thereof shall be considered void, and the amount thereof shall be placed to the credit of the country of origin in the Quarterly Account. (Model "C.")

SEC. 2. For the execution of this stipulation, each of the two contracting countries shall make out a monthly statement (Model "D") of orders originating in the other country, to which the provisions of this Article are applicable.

This statement shall include orders of which repayment shall have been reclaimed by the remitters.

ARTICLE 7.

SEC. 1. For the Quarterly Account required by Article 6 of the Convention a form shall be used in exact conformity with the pattern "C," hereto annexed.

SEC. 2. For the purpose of balancing this account, when the larger credit is in favor of Portugal the conversion mentioned in Section 3 of Article 6 of the Convention shall be made in accordance with the average rate of exchange in New York during the quarter to which the account pertains. When the larger credit is in favor of the United States, the conversion shall be made in accordance with the average rate of exchange at Lisbon, during the same period.*

SEC. 3. For this purpose the debtor Postal Administration shall send to the creditor Administration within ten days after the expiration of each quarter, a statement of the changes in the rates of exchange during that quarter.

SEC. 4. The Postal Administration of the United States shall return to Portugal a copy of the account in question, duly verified, within fifteen days, at the latest, after the receipt of the said account.

SEC. 5. If the ascertained balance of the account is in favor of Portugal, the Postal Administration of the United States, when it returns the duplicate of that account, shall remit the amount of such balance by a bill of exchange upon Lisbon, to the order of the Director General of Mails, Telegraphs, and Light-houses.

If the balance is in favor of the United States, the administration of Mails, Telegraphs, and Light-houses, of Portugal shall remit the amount thereof by letter of exchange on New York to the order of the Postmaster General of the United States, fifteen days, at the latest, after the receipt of the account, with a verification of the account made by the United States.

SEC. 6. Whenever, in the interval between the quarterly statements, it is found that one of the two countries owes the other a balance exceeding four thousand five hundred milreis, or five thousand dollars, the Postal Administration of the debtor country shall transmit, without delay, in a letter of exchange, the approximate amount of such balance.

SEC. 7. All expenses attending the remittance of bills of exchange shall be at the charge of the debtor country.

ARTICLE 8.

The present Detailed Regulations shall take effect at the same time as the Convention of the fifteenth of July, 1882, and shall continue in force as long as the latter.

Done in duplicate, and signed at Washington, the fifteenth day of July, 1882.

TIMO. O. HOWE.
The Postmaster-General of the United States.
[Seal of the Post Office Department of the United States.]

VISCONDE DAS NOGUEIRAS,
On behalf of the Director General of Posts, Telegraphs, and Light-houses of Portugal.
[Seal of the Legation of Portugal to the United States.]

* Section 2 of Article 7 has been abrogated by mutual agreement between the parties to this Convention.

Agreement with reference to the Convention for the exchange of money by means of postal-orders between the United States and Portugal, concluded at Washington, July 15, 1882; *executed December* 14, 1882; *approved by the President December* 18, 1882.

Whereas Article 11 of the Convention for the exchange of money by means of postal-orders between the United States and Portugal, concluded at Washington, July 15, 1882, stipulates that "The ratifications of the present Convention shall be exchanged prior to the first day of December, 1882"; and

Whereas the said Convention, having been approved by the President of the United States on the 15th day of July, 1882, has thereby been duly ratified on the part of the United States, and one copy thereof, bearing such approval, has been transmitted to and received by the Government of Portugal; but

Whereas the Government of Portugal, through its Envoy Extraordinary and Minister Plenipotentiary, has notified the Government of the United States that, in view of the stipulation contained in Article 3, section 2, of the said Convention, that, "in addition to the fee mentioned in this article no other charge, tax, commission, or impost shall be collected for the issue, transmission, distribution, or payment of money-orders provided for in this Convention," which stipulation exempts the receipts upon money-orders from any stamp tax whatsoever, it cannot put the said Convention into operation without parliamentary approval thereof, and that it will ask for such approval so soon as the Cortes shall convene:

Now, therefore, the undersigned, Timothy O. Howe, Postmaster-General of the United States of America, in virtue of the powers vested in him by law, and Viscount das Nogueiras, Envoy Extraordinary and Minister Plenipotentiary of His Majesty the King of Portugal, in the name of his Government, and by virtue of the powers which he has formally presented to this effect, have agreed,

That in lieu of Article 10 of the said Convention, which is in these words: "The present Convention shall take effect on the first day of January, 1883, and shall continue in force until twelve months after either of the contracting parties shall have notified to the other its intention to terminate it," shall be substituted the following:

ARTICLE 10.

The present Convention shall take effect on the first day of July, 1883, and shall continue in force until twelve months after either of the contracting parties shall have notified to the other its intention to terminate it;

And have furthermore agreed that in lieu of Article 11 of the said Convention, which is these words: "The ratifications of the present Convention shall be exchanged prior to the first day of December, 1882," shall be substituted the following:

ARTICLE 11.

The ratifications of the present Convention shall be exchanged prior to the first day of June, 1883.

This agreement shall be ratified before the first day of May, 1883.

In witness whereof the respective Plenipotentiaries have signed the present agreement and have affixed thereto their seals.

Executed in duplicate, and signed at Washington, the fourteenth day of December 1882.

[Seal of the Post-Office Department of the United States.]

TIMO. O. HOWE,
The Postmaster-General of the United States.

[Seal of the Legation of Portugal.]

VISCONDE DAS NOGUEIRAS,
Envoy Extraordinary and Minister Plenipotentiary of Portugal to the United States.

I hereby approve the foregoing agreement, and in testimony thereof I have caused the seal of the United States to be hereto affixed.

[Seal of the United States.]

CHESTER A. ARTHUR.

By the President:

FRED'K T. FRELINGHUYSEN,
Secretary of State.

WASHINGTON, *December* 18, 1882.

THE ISLAND OF JAMAICA.

1881.

'ost-Office Department of the United States of America and the General Post-
f the Island of Jamaica being desirous of establishing a system of exchange
ey-orders between the two countries, the undersigned, duly authorized for
ırpose, have agreed upon the following articles:

ARTICLE 1.

› shall be a regular exchange of money-orders between the two countries.
naximum of each order is fixed at Ten pounds (£10) sterling when issued in
a; and when issued in the United States at Fifty dollars ($50) in the money of
ıer country.
oney-order shall include a fractional part of a penny, or of a cent.
ımount of each order must be expressed in letters in the money of the country
:h payment is to be made, and the equivalent in the money of the issuing
y must also be shown in figures. at the rate of conversion fixed by Article 13
›resent convention.

ARTICLE 2.

Jamaica Post-Office shall have power to fix the rates of commission on all
orders issued in Jamaica, and the Post-Office Department of the United States
ıve the same power in regard to all money-orders issued in the United States.
office shall communicate from time to time to the other its tariff of charges,
s of commission, which shall be established under this convention, and these
ıall, in all cases, be payable in advance by the remitters and shall not be re-
e.
understood, moreover, that each office is authorized to suspend, temporarily,
hange of money-orders, in case the course of exchange, or any other circum-
should give rise to abuses or cause detriment to the postal revenue.

ARTICLE 3.

country shall keep the commission charged on all money-orders within its
:tion, but shall pay to the other country three-fourths of one per cent. on the
t of such orders.*

ARTICLE 4.

ıervice of the Postal money-order system between the two countries, shall be
ıed exclusively by the agency of Offices of Exchange. On the part of the
States the Office of Exchange shall be New York, and on the part of Jamaica,
on.
rs shall be drawn only on the authorized money-order offices of the respective
es, and each Postal Administration shall furnish to the other a List of such
and shall, from time to time, notify any addition to or change in such list.
y order and advice must contain the name of the Office and of the country of
tion, and, if relating to an order payable in the United States, the name of the
ı which such office is situated.

ARTICLE 5.

oney-order shall be issued, unless the applicant furnish the name and address
›erson to whom the amount is to be paid, and his own name and address, or
ne of the firm, or company, who are the remitters or payees, together with the
ıes of each.
noney-orders issued in either country shall be forwarded by the remitters to
'ces at their own expense.

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equently reduced to one-half of one per cent by mutual agreement between the parties to
'ention.

ARTICLE 6.

The advices of all money-orders issued upon Jamaica by the Post-Offices in the United States shall be sent to the Office of Exchange at New York, where they shall be examined, and, if found correct, impressed with the dated stamp of that office, and transmitted, by the next mail, to the exchange office at Kingston, accompanied by a List, in duplicate, drawn upon the model of Form "A."

The advices, on their arrival at Kingston, shall be compared with the entries in the list, and afterwards, despatched to the paying offices.

In like manner the advices of money orders, drawn on the United States by Postmasters in Jamaica, shall be sent to the Exchange Office at Kingston, shall there be examined, and, if found correct, impressed with the dated stamp of that Office, and be despatched accompanied by a list, in duplicate, (Form "B") to the Office of Exchange at New York by the next mail.

The advices, on their receipt at New York, shall be compared with the entries in the list, and afterwards despatched to the paying offices.

The advices of orders issued in the United States in the month of September, which may arrive at the Office of Exchange at New York in the earlier days of the following month, shall be entered on lists supplementary to that of the last day of the month of September, and, in like manner, the advices of orders issued in Jamaica in the month of June, which may arrive at the Exchange Office at Kingston in the earlier days of the following month, shall be entered on lists supplementary to that of the last day of the month of June.

Each Exchange Office shall certify its orders to the other, on the lists in amounts designated in the denominations of the money both of the despatching and receiving country, at the rate of conversion established by Article 13 of this Convention. The amounts so converted shall be checked at the receiving office of Exchange.

ARTICLE 7.

The lists despatched from each office of Exchange shall be numbered consecutively, commencing with No. 1 at the beginning of the month of July in each year; and the entries in these lists shall also have consecutive numbers.

Of each list despatched a duplicate shall be sent, which duplicate, after being verified by the receiving Office of Exchange shall be returned to the despatching Office of Exchange.

Each Office of Exchange shall promptly communicate to the other, the correction of any simple error, which it may discover in the verification of the lists.

When the lists shall show irregularities, which the receiving Exchange Office shall not be able to rectify, that office shall apply for an explanation to the despatching Exchange-Office, and such explanation shall be afforded without delay.

Should any list fail to be received in due course the despatching Exchange Office, on receiving information to that effect, shall transmit, without delay, a duplicate of the list, duly certified as such.

ARTICLE 8.

Duplicate orders shall only be issued by the Postal Administration of the Country on which the original orders were drawn, and in conformity with the regulations established, or to be established in that Country.

ARTICLE 9.

The orders, issued by each Country, on the other, shall be subject, as regards payment, to the regulations which govern the payment of Money-Orders in the country on which they were drawn.

The paid orders shall remain in the possession of the Country of payment.

ARTICLE. 10.

Repayment of orders to remitters shall not be made until an authorization for such repayment shall first have been obtained by the Country of issue from the Country where such orders are payable, and the amounts of the repaid orders shall be duly credited to the former country in the quarterly account. (Article 12.)

It is the province of each Postal Administration to determine the manner in which repayment to remitters is to be made.

ARTICLE 11.

Orders which shall not have been paid within twelve calendar months from the month of issue shall become void and the sums received shall accrue to, and be at the disposal of the country of origin.

The Jamaica Office shall, therefore, enter to the credit of the United States, in the quarterly account all money-orders entered in the lists received from the United States, which remain unpaid at the end of the period specified. (Article 12.)

On the other hand, the Post Office Department of the United States shall, at the close of each month transmit to the Jamaica Office, for entry in the quarterly account, a detailed statement of all orders, included in the lists despatched from the latter office, which, under this Article become void

ARTICLE 12.

At the close of each quarter an account shall be prepared at the General Post Office of Jamaica, showing in detail the totals of the lists containing the particulars of orders issued in either country during the quarter, and the balance resulting from such transactions.

Three copies of this account shall be transmitted to the Post Office Department of the United States at Washington, and the balance, after proper verification shall, if due by the Post Office Department of the United States, be paid at Kingston, but, if due by the Jamaica Post Office, it shall be paid at New York, and in the money of the country to which the payment is made.

Payments may also be made in Money, or by Drafts or by Bills of Exchange on points other than Kingston and New York, by mutual agreement between the two Departments.

If, pending the settlement of an account one of the two Postal Administrations shall ascertain that it owes the other a balance exceeding Five thousand dollars ($5,000) the indebted administration shall promptly remit the approximate amount of such balance to the credit of the other; but nothing herein contained shall prevent such administration from remitting a lesser amount than Five thousand dollars ($5,000) at discretion.

This account, and the letters which accompany such intermediate remittances, shall be in accordance with the forms "C," "D," "E," "F" and "G" annexed to this Convention.

ARTICLE 13.

Until the two Postal Administrations shall consent to an alteration it is agreed that in all matters of account, relative to money-orders, which shall result from the execution of the present convention, the pound sterling of Great Britain shall be considered as equivalent to four dollars, eighty-seven cents of the money of the United States.

ARTICLE 14.

The Postal Administration in each Country shall be authorized to adopt any additional rules (if not repugnant to the foregoing) for greater security against fraud, or for the better working of the system generally.

All such additional rules, however, must be promptly communicated to the Post Office Department of the other Country.

ARTICLE 15.

This present convention shall take effect on the first day of January one thousand eight hundred and eighty-two, and shall continue in force until twelve months after either of the contracting parties shall have notified to the other its intention to terminate it.

Done in duplicate and signed in Washington on the twenty-sixth day of October in the year of our Lord 1881, and in Kingston on the eleventh day of October in the year of our Lord 1881.

(Sig.) THOMAS L. JAMES, *Postmaster-General of the United States.* [Seal of the Post Office Department of the United States.]

(Sig.) A. MUSGRAVE, *Governor of Jamaica.* [Seal of Jamaica.]

I hereby approve the foregoing Convention and in testimony thereof I have caused the seal of the United States to be hereto affixed.

[Seal of the United States.] (Sig.) CHESTER A. ARTHUR.

By the President:

(Sig.) JAMES G. BLAINE, *Secretary of State.*

OCTOBER 27TH, 1881.

TASMANIA.

1882.

The Post-Office Department of the United States of America and the General Post-Office of the Colony of Tasmania, being desirous of establishing a system of exchange of money-orders between the two countries, the undersigned, duly authorized for that purpose, have agreed upon the following articles:

ARTICLE 1.

There shall be a regular exchange of money-orders between the two countries.

The maximum of each order is fixed at £10 sterling when issued in Tasmania, and, when issued in the United States, at the equivalent, in sterling money, of $50 in the money of the latter country, converted at the rate fixed by article 13 of the present Convention.*

No money-order shall include a fractional part of a penny, or, of a cent.

The amount of each order, whether issued in the United States or in Tasmania, must be expressed in letters in British money, and the equivalent in the money of the United States must also be shown in figures.

ARTICLE 2.

The Tasmania Post-Office shall have power to fix the rates of commission on all money-orders issued in Tasmania, and the Post-Office Department of the United States shall have the same power in regard to all money-orders issued in the United States.

Each office shall communicate to the other its tariff of charges or rates of commission, which shall be established under this Convention, and these rates shall, in all cases, be payable in advance by the remitters, and shall not be repayable.

It is understood, moreover, that each office is authorized to suspend, temporarily, the exchange of money-orders in case the course of exchange, or any other circumstance, should give rise to abuses, or cause detriment to the postal revenue.

ARTICLE 3.

Each country shall keep the commission charged on all money-orders within its jurisdiction, but shall pay to the other country three-fourths of one per cent. on the amount of such orders.†

ARTICLE 4.

The service of the postal money-order system between the two countries, shall be performed exclusively by the agency of Offices of Exchange. On the part of the United States the Office of Exchange shall be San Francisco, California, and on the part of Tasmania, Hobart.

Orders shall be drawn only on the authorized money-order offices of the respective countries; and each Postal Administration shall furnish to the other a List of such offices, and shall, from time to time, notify any addition to, or change in, such List. Every order and advice must contain the name of the office and of the country of destination, and if relating to an order payable in the United States, the name of the State in which such office is situated.

ARTICLE 5.

No money-order shall be issued unless the applicant furnish the name and address of the person to whom the amount is to be paid, and his own name and address; or, the name of the firm, or company who are the remitters or payees, together with the addresses of each.

The money-orders, issued in either country, shall be forwarded by the remitters to the payees, at their own expense.

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*Subsequently changed by mutual agreement between the parties to this convention to one hundred dollars for orders issued in the United States.

†Reduced to one half of one per cent.

ARTICLE 6.

The advices of all money-orders issued upon Tasmania by the post-offices in the United States shall be sent to the Office of Exchange at San Francisco, where they shall be impressed with a dated stamp (Form "A") showing the amount to be paid in sterling money, and transmitted, by the next direct mail, to the Exchange Office at Hobart, accompanied by a List, in duplicate, drawn upon the model of Form "B".

The advices, on their arrival at Hobart, shall be compared with the entries in the List, and, afterwards, dispatched to the paying offices.

In like manner, the advices of money-orders, drawn on the United States by postmasters in Tasmania, shall be sent to the Exchange Office at Hobart, shall there be impressed with a dated stamp (Form "A") showing the amount to be paid in United States money, and be dispatched, accompanied by a List, in duplicate, (Form "C") to the Office of Exchange, at San Francisco, by the next direct mail.

The advices, on their receipt at San Francisco, shall be compared with the entries in the List, and afterwards dispatched to the paying offices.

The advices of orders issued in the United States in the month of June, which may arrive at the Office of Exchange at San Francisco in the earlier days of the following month, shall be entered on Lists supplementary to that of the last day of the month of June, and in like manner, the advices of orders issued in Tasmania in the month of June, which may arrive at the Exchange Office at Hobart in the earlier days of the following month, shall be entered on Lists supplementary to that of the last day of the month of June.

Each Exchange Office shall certify its orders to the other in amounts designated in the denominations of the money both of the dispatching and receiving country, at the rate of conversion established by article 13 of this Convention. The amounts, so converted, shall be checked at the receiving Office of Exchange.

Each Administration hereby undertakes and agrees to suspend the issue of money-orders a sufficient length of time before the sailing of each steamer which carries the Exchange Lists and advices, at those post-offices in its own territory where such suspension may be necessary, in order to prevent the issue of orders which could be dispatched by the outgoing mail while the corresponding advices could not be certified by the Exchange Office in time to be conveyed by that mail.

The Exchange Lists and the accompanying advices shall invariably be sent by such steamers as carry the mails directly from San Francisco to Sydney, or from Sydney to San Francisco, as the case may be, and not via London in any event.

ARTICLE 7.

The Lists dispatched from each Office of Exchange shall be numbered consecutively, commencing with No. 1 at the beginning of the month of July in each year; and the entries in these Lists shall also have consecutive numbers.

Of each List dispatched a duplicate shall be sent, which duplicate, after being verified by the receiving Office of Exchange, shall be returned to the dispatching Office of Exchange.

Each Office of Exchange shall promptly communicate to the other the correction of any simple error which it may discover in the verification of the Lists.

When the Lists shall show irregularities, which the receiving Exchange Office shall not be able to rectify, that office shall apply for an explanation to the dispatching Exchange Office, and such explanation shall be afforded without delay.

Should any List fail to be received in due course, the dispatching Exchange Office, on receiving information to that effect, shall transmit, without delay, a duplicate of the List, duly certified as such.

ARTICLE 8.

Duplicate orders shall only be issued by the Postal Administration of the country on which the original orders were drawn, and in conformity with the regulations established, or to be established, in that country.

ARTICLE 9.

The orders issued by each country on the other, shall be subject, as regards payment, to the regulations which govern the payment of inland orders of the country, on which they were drawn.

The paid orders shall remain in the possession of the country of payment.

ARTICLE 10.

Repayment of orders to remitters shall not be made until an authorization for such repayment shall first have been obtained by the country of issue from the country where such orders are payable, and the amounts of the repaid orders shall be duly credited to the former country in the quarterly account. (Article 12.)

It is the province of each Postal Administration to determine the manner in which repayment to the remitters is to be made.

ARTICLE 11.

Orders which shall not have been paid within twelve calendar months from the month of issue, shall become void, and the sums received shall accrue to, and be at the disposal of, the country of origin.

The Tasmania Office shall, therefore, enter to the credit of the United States, in the quarterly account, all money-orders entered in the Lists received from the United States, which remain unpaid at the end of the period specified. (Article 12.)

On the other hand, the Post-Office Department of the United States shall, at the close of each month, transmit to the Tasmania Office, for entry in the quarterly account, a detailed statement of all orders included in the Lists dispatched from the latter office, which, under this Article, become void.

ARTICLE 12.

At the close of each quarter an account shall be prepared at the General Post-Office of Tasmania, showing, in detail, the totals of the Lists, containing the particulars of orders issued in either country during the quarter, and the balance resulting from such transactions. Three copies of this account shall be transmitted to the Post-Office Department of the United States, at Washington, and the balance, after proper verification, shall, if due by the General Post-Office of Tasmania, be paid to the General Post-Office at London, to the credit of the Post-Office Department of the United States, on account of the exchange of money-orders between the United States and the United Kingdom of Great Britain and Ireland; if due by the Post-Office Department of the United States, the balance shall likewise be paid to the General Post-Office at London, to the credit of the General Post-Office of Tasmania.

If, pending the settlement of an account, one of the two Postal Administrations shall ascertain that it owes the other a balance exceeding five hundred pounds (£500) sterling, the indebted Administration shall promptly remit the approximate amount of such balance to the credit of the other.

This account shall be in accordance with the forms "D", "E", "F", and "G", annexed to this Convention.

ARTICLE 13.

Until the two Postal Administrations shall consent to an alteration, it is agreed, that, in all matters of account, relative to money-orders, which shall result from the execution of the present Convention, the pound sterling of Great Britain shall be considered as equivalent to four dollars, eighty-seven cents, of the money of the United States.

ARTICLE 14.

The Postal Administration in each country shall be authorized to adopt any additional rules (if not repugnant to the foregoing), for the greater security against fraud, or, for the better working of the system generally.

All such additional rules, however, must be promptly communicated to the Post-Office of the other country.

ARTICLE 15.

This present Convention shall take effect on the first day of January, 1883, and shall continue in force until twelve months after either of the contracting parties shall have notified to the other its intention to terminate it.

Done in duplicate, and signed in Washington, on the twentieth day of November, in the year of our Lord, 1882, and in Hobart, on the fifth day of July, in the year of our Lord, 1882.

[Seal of the Post-Office Department of the United States.]

TIMO. O. HOWE,
Postmaster General of the United States.

[Seal of the General Post-Office of Tasmania.]

J. L. DODDS,
Postmaster General of Tasmania.

I hereby approve the foregoing convention, and in testimony thereof, I have caused the seal of the United States to be hereto affixed.

CHESTER A. ARTHUR.

[Seal of the United States.]

By the President:

FREDK. T. FRELINGHUYSEN,
Secretary of State.

WASHINGTON, *November* 20, 1882.

THE WINDWARD ISLANDS.

1884.

The Post-Office Department of the United States of America, and the Post-Offices of the several Islands at present constituting the Government-in-Chief of the Windward Islands, consisting of the islands of Barbadoes, Grenada, St. Vincent, Tobago* and St. Lucia, being desirous of establishing a system of exchange of money-orders between the several countries, the undersigned duly authorized for that purpose have agreed upon the following articles:

ARTICLE 1.

There shall be a regular exchange of money-orders between the United States and each of the several Windward Islands.

The maximum of each order is fixed at ten pounds sterling when issued in any of the Windward Islands; and when issued in the United States, at fifty dollars in the money of the latter country.†

No money-order shall include a fractional part of a penny, or of a cent.

The amount of each order must be expressed in letters in the money of the country in which payment is to be made, and the equivalent of the money in the issuing country must also be shown in figures, at the rate of conversion fixed by Article 13 of the present Convention.

ARTICLE 2.

The several Post-Offices of the Windward Islands shall, each for the Island of which it is Post-Office, have power to fix the rates of commission on all money-orders issued in such Island and the Post-Office Department of the United States shall have the same power in regard to all money-orders issued in the United States.

The Post-Office of the United States shall communicate from time to time to the Post-Office of Barbadoes its tariff of charges or rates of commission, which shall be established under this Convention and the Post-Office of Barbadoes shall communicate from time to time to the Post Office of the United States the tariff of charges or rates of commission, which shall be established by the several Windward Islands under this Convention, and these rates shall in all cases be payable in advance by the remitters and shall not be re-payable.

It is understood moreover that the Post-Office of any of the several countries is authorized to suspend temporarily the exchange of money orders, in case the course of exchange, or any other circumstance, should give rise to abuses or cause detriment to the Postal revenue.

ARTICLE 3.

Every country included in this Convention shall keep the commission charged on all money-orders issued within its jurisdiction, but shall pay to the country to which such money-orders are sent, three-fourths of one per cent. on the amount of such orders.‡

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*The Island of Tobago is not now under the Govt. of the Windward Islands but under that of Trinidad.

†Maximum amount subsequently changed by mutual agreement between the parties to this convention to twenty pounds sterling for orders issued in the Windward Islands, and one hundred dollars for orders issued in the United States.

‡Subsequently reduced to one-half of one per cent by mutual agreement between the parties to this convention.

ARTICLE 4.

The service of the Postal money-order system between the United States on the one part and the several Windward Islands on the other part, shall be performed exclusively by the Agency of Offices of Exchange. On the part of the United States the Office of Exchange shall be New York, and on the part of the several Windward Islands, the Office of Exchange shall be Bridgetown, Barbadoes.

Orders shall be drawn only on the authorized money-order offices of the respective countries included in this Convention, and the Postal Administration of the United States shall furnish to the Post-Office of Barbadoes a list of such offices in the United States, and shall from time to time notify any addition to, or change in such list, and the Post-Office of Barbadoes shall furnish the Post-Office of the United States with a list of such offices in the several Windward Islands, and shall from time to time notify any addition to, or change in such list.

Every order and advice must contain the name of the Office and of the country of destination, and if relating to an order payable in the United States, the name of the State in which such office is situated.

ARTICLE 5.

No money-order shall be issued unless the applicant furnish the name and address of the person to whom the amount is to be paid, and his own name and address, or the name of the firm or company who are the remitters or payees together with the addresses of each.

The money-orders issued in either country shall be forwarded by the remitters to the payees at their own expense.

ARTICLE 6.

The advices of all money-orders issued upon any of the Windward Islands by the Post-Offices in the United States shall be sent to the Office of Exchange at New York where they shall be examined, and if found correct, impressed with the dated stamp of that office and transmitted by the next mail to the Exchange Office at Bridgetown accompanied by a list in duplicate drawn upon the model of Form "A."

The advices on their arrival at Bridgetown shall be compared with the entries in the list, and afterwards despatched to the paying offices.

In like manner the advices of money-orders drawn on the United States by Postmasters in any of the Windward Islands shall be sent to the Exchange Office at Bridgetown, shall there be examined and if found correct, impressed with the dated stamp of that office and be despatched accompanied by a list in duplicate [Form "B"] to the Office of Exchange at New York by the next mail.

The advices on their receipt at New York shall be compared with the entries on the list and afterwards despatched to the paying Offices.

The advices of orders issued in the United States in the month of September, which may arrive at the Office of Exchange at New York in the earlier days of the following month, shall be entered on lists supplementary to that of the last day of the month of September, and in like manner the advices of orders issued in any of the Windward Islands in the month of June which may arrive at the Exchange Office at Bridgetown in the earlier days of the following month, shall be entered on lists supplementary to that of the last day of the month of June.

Each Exchange Office shall certify its orders to the other on the lists, in amounts designated in the denominations of the money both of the despatching and receiving country at the rate of conversion established by Article 13, of this Convention. The amounts so converted shall be checked at the receiving office of exchange.

ARTICLE 7.

The lists dispatched from each office of exchange shall be numbered consecutively, commencing with No. 1, at the beginning of the month of July in each year; and the entries in these lists shall also have consecutive numbers.

Of each list despatched a duplicate shall be sent, which duplicate after being verified by the receiving office of exchange shall be returned to the despatching office of exchange.

Each office of exchange shall promptly communicate to the other the correction of any simple error which it may discover in the verification of the lists.

When the lists shall show irregularities which the receiving exchange office shall not be able to rectify, that office shall apply for an explanation to the despatching exchange office, and such explanation shall be afforded without delay.

Should any list fail to be received in due course, the dispatching exchange office, on receiving information to that effect, shall transmit without delay a duplicate of the list, duly certified as such.

ARTICLE 8.

Duplicate orders shall only be issued by the Postal Administration of the country on which the original orders were drawn, and in conformity with the regulations established or to be established in that country.

ARTICLE 9.

The orders issued by the United States on any of the Windward Islands or by any of the Windward Islands on the United States shall be subject as regards payment to the regulations which govern the payment of money-orders in the country on which they were drawn.

The paid orders shall remain in the possession of the country of payment.

ARTICLE 10.

Repayment of orders to remitters shall not be made until an authorization for such payment shall first have been obtained by the country of issue from the country where such orders are payable, and the amounts of the repaid orders shall be duly credited to the former country in the quarterly account (Article 12). It is the province of each Postal Administration to determine the manner in which repayment to remitters is to be made.

ARTICLE 11.

Orders which shall not have been paid within twelve calendar months from the month of issue shall become void, and the sums received shall accrue to and be at the disposal of the country of origin.

The Bridgetown office shall therefore enter to the credit of the United States in the quarterly account all money-orders entered in the lists received from the United States, which remain unpaid at the end of the period specified. (Article 12.)

On the other hand the Post-Office Department of the United States shall at the close of each month transmit to the Bridgetown office for entry in the quarterly account, a detailed statement of all orders included in the lists despatched from the latter office, which under this Article become void.

ARTICLE 12.

At the close of each quarter an account shall be prepared at the Post-Office of Bridgetown showing in detail the totals of the lists containing the particulars of orders issued in the United States on the one part and in the several Windward Islands on the other part, during the quarter, and the balance resulting from such transactions.

Three copies of this account shall be transmitted to the Post-Office Department of the United States at Washington, and the balance after proper verification shall, if due by the Post-Office Department of the United States be paid at Bridgetown, but if due by the Post-Office of Barbadoes, it shall be paid at New York, and in the money of the country to which the payment is made.

Payments may be made in money or by drafts, or by bills of exchange, on points other than Bridgetown and New York, by mutual agreement, between the Post-Office Departments of the United States and Barbadoes.

If pending the settlement of an account, either the United States Post-Office on the one part, or the Post-Office of Barbadoes on the other part, shall ascertain that the one owes the other a balance exceeding five thousand dollars the indebted administration shall promptly remit the approximate amount of such balance to the credit of the other; but nothing herein contained shall prevent such administration from remitting a lesser amount than five thousand dollars at discretion.

This account and the letters which accompany such intermediate remittances shall be in accordance with the forms 'C,' 'D,' 'E,' 'F,' and 'G,' annexed to this Convention.

ARTICLE 13.

Until the Postal Administration of the United States and the several Windward Islands shall consent to an alteration it is agreed that in all matters of account rela-

tive to money-orders which shall result from the execution of the present Convention, the pound sterling of Great Britain shall be considered as equivalent to four dollars eighty-seven cents of the money of the United States.

ARTICLES 14.

The Postal Administration in every country included in this Convention shall be authorized to adopt any additional rules (if not repugnant to the foregoing) for greater security against fraud, or for the better working of the system generally.

All such additional rules however must, if adopted by the United States, be promptly communicated to the Post-Office Department of Barbadoes, and if adopted by any of the Windward Islands be promptly communicated to the Post-Office Department of the United States by the Post-Office Department of Barbadoes.

ARTICLE 15.

This present Convention shall take effect on the first day of October one thousand eight hundred and eighty-four and shall continue in force until twelve months after either of the contracting parties shall have notified to the other its intention to terminate it.

Done in duplicate and signed in Washington on the second day of July, in the year of our Lord 1884; and in Bridgetown on the 24th day of April in the year of our Lord 1884.

[SEAL.] WALTER Q. GRESHAM,
Postmaster-General of the United States.

[SEAL.] WILLIAM ROBINSON,
Governor-in-Chief of the Windward Islands.

I hereby approve the foregoing Convention and in testimony thereof I have caused the Seal of the United States to be hereto affixed.

CHESTER A. ARTHUR.

By the President:
[SEAL.] FREDK. T. FRELINGHUYSEN,
Secretary of State.

WASHINGTON, *July 11th*, 1884.

THE EMPIRE OF JAPAN.

1885.

ARTICLE 1.

There shall be a regular exchange of money orders between the Empire of Japan and the United States of America.

ARTICLE 2.

The amounts of orders in both directions shall be expressed in United States money, and on account of the frequent fluctuations in the rate of exchange between the two countries it is agreed that all amounts shall be converted into their proper equivalents by the Japanese Post Office; that is to say, the sums received by the Japanese Post Office for orders drawn on the United States shall be converted at the time of issue into United States money at the current rate of exchange, and the amounts of orders drawn in the United States on Japan shall, in like manner, be rendered by the Japanese Post Office into the currency of Japan at the current rate of exchange on the day of the arrival of the exchange list.

ARTICLE 3.

The maximum amount for which a money-order may be drawn in either country upon the other shall be Fifty dollars.*

*By mutual agreement between the parties to this convention the following changes have been made therein:
(1) Maximum amount increased to one hundred dollars.
(2) Commission reduced to one half of one per cent.

ARTICLE 4.

No money order shall contain a fractional part of a cent.

ARTICLE 5.

The amounts of money-orders shall be deposited by the remitters, and paid to the payees in gold coin, or in any other legal money of the same current value.

However, in case there should be in circulation, in either country, a paper currency, of legal tender, but of less value than gold, the Administration of that country shall have the right to receive and employ the same in its relations with the public, taking into account the difference of value.

ARTICLE 6.

The General Post Office of Japan, and the Post Office Department of the United States shall each have power to fix, from time to time, the rates of commission to be charged on all money-orders they may respectively issue. This commission shall belong to the issuing Postal Administration, but the General Post Office of Japan shall pay to the Post Office Department of the United States three fourths of one per cent. (¾ of 1%) on the amount of orders issued in Japan and payable in the United States; and the Post Office Department of the United States shall make a like payment to the General Post Office of Japan for money-orders issued in the United States and payable in Japan.* (2)

ARTICLE 7.

No money-order shall be issued unless the applicant furnish, in full, the surname and at least the initial of one Christian name, both of the remitter and the payee, (or the corresponding names in the case of natives of Japan;) or the name of the firm, or company, who are the remitters or payees, together with the address of the remitter and that of the payee.

If, however, any applicant for a money-order shall tender the name of either the remitter or payee at greater length, such particulars shall be received and the List shall be made out accordingly.

ARTICLE 8.

The service of the postal money-order system between the two countries shall be performed exclusively by the agency of the Offices of Exchange. On the part of Japan the Office of Exchange shall be Tokio, and on the part of the United States, San Francisco, California.

ARTICLE 9.

The particulars of all money-orders drawn in the United States upon Japan shall be entered at the Exchange Office, San Francisco, in a list similar to the form marked "A" (in the Appendix,) in which shall be shown the amount of each order in United States money, which list, after having received the impression of the San Francisco date stamp, shall be forwarded to the General Post-Office at Tokio, where it shall be impressed with the date stamp of that office, and where the requisite arrangements for effecting payment of the orders shall be carried out.

In like manner, the particulars of money-orders drawn in Japan, upon the United States, shall be entered at the General Post-Office, Tokio, in a list similar to the form marked "B," in which shall be shown the amount of each order in the money of both countries, which list, after having received the impression of the date stamp of that office, shall be forwarded to the exchange Office of San Francisco, where it shall receive the impression of the date stamp in use at that office, and where the necessary arrangements for effecting payment of the orders shall be carried out. Each list, as well as the entries in the list, dispatched shall be numbered consecutively, 1, 2, 3, 4, 5, &c., in the order of dispatch, and the receipt of each list shall be acknowledged, on either side, by means of the first subsequent list forwarded in the opposite direction.

Such a list shall be transmitted by each mail dispatched from either country to the

* By mutual agreement between the parties to this convention the following changes have been made therein.

(1) Maximum amount increased to one hundred dollars.

(2) Commission reduced to one half of one per cent.

other, and in order to prevent inconvenience in case the original lists should be lost, each office shall forward by the following mail a duplicate of the list sent by the preceding mail.

Should it happen that, on the day when the list is to be dispatched, there are no orders to be communicated for payment, the list must nevertheless be sent. But, in that event, the Exchange Office will write across the list the words, "No money-orders."

The orders issued in the United States during the quarter ending June 30th, of each year, which may arrive at the office of Exchange at San Francisco in the following quarter, shall be entered on lists supplementary to the last list of the month of June, and, in like manner, the orders issued in Japan during the quarter ending June 30th, of each year, which may arrive at the Exchange Office of Tokio in the following quarter, shall be entered on lists supplementary to the last list of the month of June.

ARTICLE 10.

As soon as the list of the dispatching office shall have reached the receiving office of exchange, the latter shall make out internal money-orders in favor of the payees for the amounts specified in the list, and shall forward them, free of postage, to the addressees, or to the offices of destination in conformity with the regulations existing in each country for the payment of money-orders.

When the lists shall show irregularities which the receiving office shall not be able to rectify, that office shall demand an explanation from the dispatching office which shall give such explanation with as little delay as possible. Pending the receipt of the explanation, the issue of domestic money-orders of payment relating to the entries found to be erroneous in the list should be suspended.

One copy of each Exchange List shall be returned by the receiving Exchange Office to the dispatching Exchange Office, but, before returning such copy the receiving Exchange Office shall enter therein the names of the respective offices of payment of the orders enumerated in the list, and, in the lists from the United States returned by the Japanese Office the latter office shall also enter the amount of each order in Japanese money according to the conversion made by it.

ARTICLE 11.

The orders issued by each country on the other shall be subject, as regards payment, to the regulations which govern the payment of domestic orders in the country of destination.

It is agreed that all money-orders paid in either country shall be retained in the country in which they are paid.

ARTICLE 12.

When it is desired that any error in the name of the payee, or remitter shall be corrected, or that the amount of a money-order shall be repaid to the remitter, application must be made by the remitter to the Postal Administration of the country in which the order was issued.

Duplicate orders shall only be issued by the Postal Administration of the country on which the original orders were drawn and in conformity with the regulations established, or to be established in that country.

ARTICLE 13.

Repayment, whether of an original, or by means of a duplicate order, shall not be made to the remitter until it has been ascertained, through the Postal Administration of the country where such order is payable, that the order has not been paid, and shall not be paid in the office of payment.

ARTICLE 14.

Orders which shall not have been paid within twelve calendar months from the month of issue, shall become void, and the sums received shall accrue to, and be at the disposal of the country of origin.

The General Post-Office of Japan, shall, therefore, enter to the credit of the United States, in the quarterly account, all money-orders entered in the lists received from the United States, which remain unpaid at the end of the period specified.

On the other hand, the Post Office Department of the United States shall, at the close of each month, transmit to the General Post Office of Japan, for entry in the quarterly account, a detailed statement of all orders included in the lists dispatched from the latter office, which, under this article, become void.

ARTICLE 15.

At the close of each quarter an account shall be prepared at the General Post Office, Tokio, showing, in detail the totals of the lists containing the particulars of the orders issued in either country during the quarter, and the balance resulting from such transactions.

Three copies of this account shall be transmitted to the Post Office Department of the United States at Washington, and the balance, after proper verification, shall, if due by the General Post Office of Japan, be paid at New York, in the money of the United States, at the same time that it transmits the account, and if due by the Post Office Department of the United States, it shall be paid, at the same time that it returns the accepted copy of the account by means of a bill of exchange on Yokohama, for as much, in the local currency of Japan, as can be obtained at the market rate, for the balance due Japan in United States money. For this quarterly account forms shall be used in exact conformity with the patterns "C," "D," and "E" in the appendix.

If, pending the settlement of an account, one of the two Postal Administrations shall ascertain that it owes the other a balance exceeding Five Thousand Dollars ($5,000), the indebted Administration shall promptly remit the approximate amount of such balance to the credit of the other.

ARTICLE 16.

The Postmaster General, in either country, shall be authorized to adopt any additional rules, if not repugnant to the foregoing, for the greater security against fraud, or for the better working of the system generally. All such additional rules, however, must be communicated to the Postmaster General of the other country.

ARTICLE 17.

Should it appear that money-orders are used by mercantile men, either in Japan or in the United States, for the transmission of large sums of money, the Japanese or United States Postal Administration, as the case may be shall have the power of increasing the commission, and even of wholly suspending, for a time, the issue of money-orders.

ARTICLE 18.

This Convention shall come into operation on the first day of October, 1885, and shall continue in force until twelve months after either of the contracting parties shall have notified to the other its intention to terminate it.

Done in duplicate and signed in Washington on the eighteenth day of April, 1885, and in Tokio on the 23rd day of 5th month of 18th year of Meiji, (the 23rd day of May, 1885.)

WM. F. VILAS,
Postmaster General of the United States of America.

[Seal of the Post-Office Department of the United States of America.]

YOSHIO KUSAKA,
Acting Postmaster General of Japan.

[Seal of the Post-Office Department of Japan.]

THE CAPE OF GOOD HOPE.

1884.

Convention between the Governor of the colony of the Cape of Good Hope and the President of the United States of America concerning the exchange of Money-Orders.

The Governor of the Colony of the Cape of Good Hope and the President of the United States of America being desirous of establishing a system of exchange of Money-Orders between the two countries have agreed on behalf of their respective Governments to the following articles.

ARTICLE 1.

There shall be a regular exchange of money-orders between the two countries.

The maximum of each order is fixed at Ten pounds, sterling, when issued in the Cape Colony, and when issued in the United States at the equivalent in sterling money of Fifty dollars in the money of the latter country, converted at the rate fixed by article 13 of the present convention.

No money-order shall include the fractional part of a penny, or of a cent.

The amount of each order whether issued in the United States or in the Cape Colony must be expressed in letters in British money and the equivalent in the money of the United States must also be shown in figures.

ARTICLE 2.

The Cape Colony Post-Office Department shall have power to fix the rates of commission on all money-orders issued in the Cape Colony, and the Post-Office Department of the United States shall have the same power in regard to all money-orders issued in the United States.

Each office shall communicate to the other its tariff of charges or rates of commission, which shall be established under this Convention, and these rates shall, in all cases, be payable in advance by the remitters and shall not be repayable.

It is understood, moreover, that each office is authorized to suspend temporarily the exchange of money-orders, in case the course of exchange, or any other circumstances, should give rise to abuses or cause detriment to the Postal Revenue.

ARTICLE 3.

Each country shall keep the commission charged on all money-orders issued within the jurisdiction, but pay to the other country three-fourths of one per cent on the amount of such orders.*

ARTICLE 4.

The service of the postal money-order system between the two countries shall be performed exclusively by the agency of offices of exchange. On the part of the United States the office of exchange shall be New York, N. Y. and on the part of the Cape Colony, Cape Town.

Orders shall be drawn only on the authorized money-order offices of the respective countries; and each Postal administration shall furnish to the other a list of such offices, and shall from time to time, notify any addition to, or change in such list. Every order and advice must contain the name of the office, and of the country of destination, and if relating to an order payable in the United States, the name of the State in which such office is situated.

ARTICLE 5.

No money-order shall be issued unless the applicant furnish the name and address of the person to whom the amount is to be paid and his own name and address; or the name of the firm or company who are the remitters or payees, together with the addresses of each. The money-orders issued in either country shall be forwarded by the remitters to the payees at their own expense.

* Subsequently reduced to one-half of one per cent, by mutual agreement between the parties to this convention.

ARTICLE 6.

The advices of all money-orders issued upon the Cape Colony by the post-offices of the United States shall be sent to the office of exchange at New York, where they shall be impressed with a dated stamp (Form 'A') showing the amount to be paid in sterling money and transmitted by the next mail to the exchange office at Cape Town, accompanied by a list, in duplicate, drawn upon the model of Form 'B'.

These advices on their arrival in Cape Town shall be compared with the entries in the list and, afterwards, despatched to the paying offices. In like manner the advices of money-orders drawn on the United States by postmasters in the Cape Colony shall be sent to the exchange office at Cape Town, shall there be impressed with a dated stamp (Form 'A') showing the amount to be paid in the United States money and be despatched accompanied by a list in duplicate (Form 'C') to the office of exchange at New York, N. Y., by next mail.

The advices on their receipt at New York shall be compared with the entries in the list, and afterwards despatched to the paying offices.

The advices of orders issued in the United States in the month of June which may arrive at the office of exchange at New York in the earlier days of the following month shall be entered on lists supplementary to that of the last day of the month of June, and in like manner, the advices of orders issued in the Cape Colony in the month of June which may arrive at the exchange office at Cape Town in the earlier days of the following month shall be entered on lists supplementary to that of the last day of the month of June.

Each exchange office shall certify its orders to the other in amounts designated in the denominations of the money both of the despatching and receiving country at the rate of conversion established by Article 13 of this Convention. The amounts so converted shall be checked at the receiving office of exchange

ARTICLE 7.

The lists despatched from each office of exchange shall be numbered consecutively, commencing with number 1 at the beginning of the month of July in each year; and the entries in these lists shall, also, have consecutive numbers.

Of each list despatched a duplicate shall be sent, which duplicate after being verified by the receiving office of exchange shall be returned to the despatching office of exchange.

Each office of exchange shall promptly communicate to the other the correction of any simple error which it may discover in the verification of the lists.

When the lists shall show irregularities which the receiving office of exchange shall not be able to rectify, that office shall apply for an explanation to the despatching exchange office, and such explanation shall be afforded without delay. Should any list fail to be received in due course, the despatching exchange office, on receiving information to that effect shall transmit without delay, a duplicate of the list duly certified as such.

ARTICLE 8.

Duplicate orders shall only be issued by the Postal Administration of the country on which the original orders were drawn, and in conformity with the regulations established, or to be established, in that country.

ARTICLE 9.

The orders issued by each country on the other shall be subject as regards payment, to the regulations which govern the payment of inland orders of the country on which they were drawn.

The paid orders shall remain in the possession of the country of payment.

ARTICLE 10.

Repayment of orders to remitters shall not be made until an authorization for such repayment shall have been obtained by the country of issue from the country where such orders are payable, and the amounts of the repaid orders shall be duly credited to the former country in the quarterly account. (Article 12.)

It is the province of each Postal Administration to determine the manner in which repayment to the remitters is to be made.

ARTICLE 11.

Orders which shall not have been paid within twelve calendar months from the month of issue shall become void, and the sums received shall accrue to, and be at the disposal of, the country of origin.

The Cape Colony office shall therefore enter to the credit of the United States in

the quarterly account, all money-orders entered in the list received from the United States which remain unpaid at the end of the period specified. (Article 12.)

On the other hand, the Post-Office Department of the United States shall, at the close of each month, transmit to the Cape Colony Office for entry in the quarterly account, a detailed statement of all orders included in the lists despatched from the latter office which under this article become void.

ARTICLE 12.

At the close of each quarter an account shall be prepared at the General Post-Office, Cape Town, showing in detail the totals of the lists containing the particulars of orders issued in either country during the quarter and the balance resulting from such transactions.

Three copies of this account shall be transmitted to the Post-Office Department of the United States at Washington, and the balance after proper verification shall, if due by the Post-Office Department of the Cape Colony be paid to the General Post-Office at London to the credit of the Post-Office Department of the United States on account of the exchange of money-orders between the United States and the United Kingdom of Great Britain and Ireland; and if due by the Post-Office Department of the United States shall likewise be paid to the General Post-Office at London to the credit of the Post-Office Department of the Cape Colony.

Provided always that in the event of the balances of the money-order transactions between the United Kingdom and the Cape Colony, and between the United Kingdom and the United States of America, respectively, being at any time against the United Kingdom, any balance there may be in connection with the exchange of money-orders under the terms of this convention between the Cape Colony and the United States shall be adjusted through the Agent-General of the Cape Colony in London.

If pending the settlement of an account one of the two Postal administrations shall ascertain that it owes the other a balance exceeding five hundred pounds (£500) sterling, the indebted administration shall promptly remit the approximate amount of such balance to the credit of the other. This account shall be in accordance with the forms 'D,' 'E,' 'F,' and 'G,' annexed to this convention.

ARTICLE 13.

Until the two Postal Administrations shall consent to an alteration, it is agreed that in all matters of account relative to money-orders which shall result from the execution of the present Convention, the pound sterling of Great Britain shall be considered as equivalent to four dollars, eighty-seven cents of the money of the United States.

ARTICLE 14.

The Postal Administration in each country shall be authorized to adopt any additional rules (if not repugnant to the foregoing) for the greater security against fraud, or for the better working of the system generally. All such additional rules, however, must be promptly communicated to the Post-Office of the other country.

ARTICLE 15.

This present Convention shall take effect on the first day of July 1884 and shall continue in force until twelve months after either of the contracting parties shall have notified to the other its intention to terminate it.

Given under my hand and the Public Seal of the colony of the Cape of Good Hope at Cape Town on the ninth day of April, one thousand, eight hundred and eighty-four.

[SEAL.] HERCULES ROBINSON,
Governor.

Done in duplicate and signed in Washington on the ninth day of June, in the year of our Lord, 1884.

[SEAL.] WALTER Q. GRESHAM,
Postmaster-General of the United States.

I hereby approve the foregoing convention, and in testimony thereof, I have caused the seal of the United States to be hereto affixed.

[SEAL.] CHESTER A. ARTHUR.

By the President:
FREDK. T. FRELINGHUYSEN,
Secretary of State.

WASHINGTON, *June 10th*, 1884.

HAWAII.

1883.

Convention between the Post-Office Department of the Kingdom of Hawaii and the Post-Office Department of the United States of America, concerning the exchange of money-orders.

The Government of his Majesty the King of Hawaii and the Government of the Republic of the United States of America, being desirous of facilitating the exchange of sums of money between the two countries by making use of postal money-orders, the undersigned, H. A. P. Carter, Envoy Extraordinary and Minister Plenipotentiary of his Majesty the King of Hawaii, in the name of his Government, and by virtue of the powers which he has formally presented to this effect, and W. Q. Gresham, Postmaster-General of the United States of America, in virtue of the powers vested in him by law, have agreed upon the following convention.

ARTICLE 1.

There shall be a regular exchange of money-orders between the two countries.

The maximum of each order is fixed at fifty dollars.*

No money-order shall include a fractional part of a cent.

The amount of each order, whether issued in the United States or in the Kingdom of Hawaii, must be expressed in letters as well as in figures.

ARTICLE 2.

The Hawaiian Post-Office Department shall have power to fix the value of commission on all money-orders issued in the Kingdom of Hawaii, and the Post-Office Department of the United States shall have the same power in regard to all money-orders issued in the United States.

Each Department shall communicate to the other its tariff of charges, or rates of commission, which shall be established under this Convention, and these rates shall, in all cases, be payable in advance by the remitters, and shall not be repayable.

It is understood, moreover, that each Department is authorized to suspend, temporarily, the exchange of money-orders in case the course of exchange, or any other circumstance should give rise to abuses, or, cause detriment to the postal revenue.

ARTICLE 3.

Each country shall keep the commission charged on all money-orders within its jurisdiction, but shall pay to the other country three-fourths of one per cent. on the amount of such orders.†

ARTICLE 4.

The service of the postal money-order system between the two countries shall be performed exclusively by the agency of offices of exchange. On the part of the United States the office of exchange shall be San Francisco, California, and on the part of the Hawaiian Kingdom, Honolulu.

Orders shall be drawn only on the authorized money-order offices of the respective countries; and each Postal Administration shall furnish to the other a list of such offices, and shall, from time to time, notify any addition to, or change in such list. Every order and advice must contain the name of the office and of the country of destination, and if relating to an order payable in the United States, the name of the State in which such office is situated; if relating to an order payable in the Hawaiian Kingdom, the name of the island.

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*Subsequently increased to one hundred dollars by mutual agreement between the parties to this convention.

†Subsequently reduced to one-half of one per cent. by mutual agreement between the parties to this convention.

ARTICLE 5.

No money-order shall be issued unless the applicant furnish the name and address of the person to whom the amount is to be paid, and his own name and address; or, the name of the firm or company who are the remitters or payees, together with the addresses of each.

The money-orders, issued in either country, shall be forwarded by the remitters to the payees, at their own expense.

ARTICLE 6.

The advices of all money-orders issued upon the Hawaiian Kingdom by the post-offices in the United States shall be sent to the office of Exchange at San Francisco, where they shall be examined, and, if found correct, impressed with the dated stamp of that office; and transmitted, by the next direct mail, to the exchange office at Honolulu, accompanied by a list, in duplicate, drawn upon the model of Form 'A.'

The advices, on their arrival in Honolulu, shall be compared with the entries in the list, and afterwards despatched to the paying offices.

In like manner the advices of money-orders, drawn on the United States by post-masters in the Hawaiian Kingdom, shall be sent to the exchange office at Honolulu, where they shall be examined, and, if found correct, impressed with the dated stamp of that office, and transmitted by the next direct mail, to the exchange office at San Francisco, accompanied by a list, in duplicate, drawn upon the model of form 'B.'

The advices, on their receipt at San Francisco, shall be compared with the entries in the list, and afterwards despatched to the paying offices.

The advices of orders issued in the United States in the month of March, which may arrive at the office of exchange at San Francisco in the earlier days of the following month, shall be entered on lists supplementary to that of the last day of the month of March, and in like manner, the advices of orders issued in the Hawaiian Kingdom in the month of June, which may arrive at the exchange office at Honolulu in the earlier days of the following month, shall be entered on lists supplementary to that of the last day of the month of June.

ARTICLE 7.

The lists, despatched from each office of exchange, shall be numbered consecutively, commencing with No. 1, at the beginning of the month of July in each year; and the entries in these lists shall also have consecutive numbers.

Of each list despatched a duplicate shall be sent, which duplicate, after being verified by the receiving office of exchange, shall be returned to the despatching office of exchange.

Each office of exchange shall promptly communicate to the other the correction of any simple error, which it may discover in the verification of the lists. When the lists shall show irregularities, which the receiving exchange office shall not be able to rectify, that office shall apply for an explanation to the despatching exchange office, and such explanation shall be afforded without delay.

Should any list fail to be received in due course, the despatching exchange office, on receiving information to that effect, shall transmit, without delay, a duplicate of the list, duly certified as such.

ARTICLE 8.

Duplicate orders shall only be issued by the Postal Administration of the country, on which the original orders were drawn, and in conformity with the regulations established, or to be established in that country.

ARTICLE 9.

The orders, issued by each country on the other, shall be subject, as regards payment, to the regulations which govern the payment of inland orders of the country, on which they were drawn.

The paid orders shall remain in the possession of the country of payment.

ARTICLE 10.

Repayment of orders to remitters shall not be made until an authorization for such repayment shall first have been obtained by the country of issue from the country

where such orders are payable, and the amounts of the repaid orders shall be duly credited to the former country in the quarterly account. (Article 12.)

It is the province of each Postal Administration to determine the manner in which repayment to the remitter is to be made.

ARTICLE 11.

Orders which shall not have been paid within twelve calendar months from the month of issue, shall become void, and the sums received shall accrue to and be at the disposal of the country of origin.

The Hawaiian Post-Office Department shall, therefore, enter to the credit of the United States, in the quarterly account, all money-orders entered in the lists received from the United States, which remain unpaid at the end of the period specified. (Article 12.)

On the other hand the Post-Office Department of the United States shall, at the close of each month, transmit to the Hawaiian Post-Office Department, for entry in the quarterly account, a detailed statement of all orders, included in the lists despatched from the latter office, which under this article becomes void.

ARTICLE 12.

At the close of each quarter an account shall be prepared at the Hawaiian Post Department, showing in detail the totals of the lists, containing the particulars of orders issued in either country during the quarter, and the balance resulting from such transactions.

Three copies of this account shall be transmitted to the Post-Office Department of the United States, at Washington, and the balance, after proper verification, shall, if due by the Post-Office Department of Hawaii, be paid at San Francisco, but, if due by the Post-Office Department of the United States, it shall be paid at Honolulu.

If pending the settlement of an account, one of the two Postal Administrations shall ascertain that it owes the other a balance exceeding two thousand five hundred dollars, the indebted Administration shall promptly remit the approximate amount of such balance to the credit of the other. This account shall be in accordance with the forms 'C,' 'D,' 'E,' and 'F,' annexed to this Convention.

ARTICLE 13.

In the exchange of money-orders between the two countries, one dollar in Hawaiian money shall be taken as the equivalent of one dollar in United States money. This standard in either country shall be gold value.

ARTICLE 14.

The United States Postal Administration undertakes to serve as intermediary for the exchange of postal orders from the Hawaiian Kingdom to be paid in any European country with which that Administration maintains an exchange of postal orders, and with which the Postal Administration of the Hawaiian Kingdom does not have such exchange, as well as for the exchange of orders from any such European country destined for payment in the Hawaiian Kingdom, provided the European country interested consent to an arrangement of this nature.

ARTICLE 15.

The Postal Administration in each country shall be authorized to adopt any additional rules, (if not repugnant to the foregoing,) for the greater security against fraud, or, for the better working of the system generally.

All such additional rules, however, must be promptly communicated to the Post-Office Department of the other country.

ARTICLE 16.

This present Convention shall take effect on the first day of January, 1884, and shall continue in force until twelve months after either of the contracting parties shall have notified to the other its intention to terminate it.

ARTICLE 17.

The ratifications of the present Convention shall be exchanged prior to the first day of December, 1883.

In witness whereof, the respective Plenipotentiaries have signed the present Convention and have affixed thereto their seals.

Executed in duplicate and signed at Washington the eleventh day of September, 1883.

[SEAL.] H. A. P. CARTER,
Envoy Extraordinary and Minister Plenipotentiary of Hawaii to the United States.

[SEAL.] WALTER Q. GRESHAM,
Postmaster General of the United States.

I hereby approve the foregoing Convention, and in testimony thereof, I have caused the seal of the United States to be hereto affixed.

[SEAL.] CHESTER A. ARTHUR.

By the President:
FREDK. T. FRELINGHUYSEN,
Secretary of State.

WASHINGTON, *September 13th*, 1883.

I hereby approve the foregoing Convention, and in testimony thereof, I have caused the seal of the Hawaiian Kingdom to be hereto affixed.

[SEAL.] KALAKAUA REX.

By the King:
WALTER M. GIBSON,
Minister of Foreign Affairs and Premier.

HONOLULU, *October 13th*, 1883.

QUEENSLAND.

1884.

Convention between the Post-Office Department of the United States of America and the Post and Telegraph Department of the Colony of Queensland, Australia, concerning the exchange of money-orders.

The Post-Office Department of the United States of America and the Post and Telegraph Department of the Colony of Queensland, Australia, being desirous of establishing a system of exchange of Money-Orders between the two countries, the undersigned, duly authorized for that purpose, have agreed upon the following Articles:

ARTICLE 1.

There shall be a regular exchange of money-orders between the two countries. The maximum of each order is fixed at £10 sterling, when issued in Queensland, and when issued in the United States, at the equivalent in sterling money, of $50 in the money of the latter country, converted at the rate fixed by Article 13 of the present Convention.* (1)

No money-order shall include the fractional part of a penny or of a cent.

The amount of each order whether issued in the United States or in Queensland must be expressed in letters in British money and the equivalent in the money of the United States must also be shown in figures.

ARTICLE 2.

The Queensland Post-Office shall have power to fix the rates of commission on all money-orders issued in Queensland and the Post-Office Department of the United States shall have the same power in regard to all money-orders issued in the United States.

Each office shall communicate to the other its tariff of charges, or rates of commis-

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*By mutual agreement between the parties to this Convention the following changes have been made therein subsequent to the date of its execution.

(1) Maximum amount increased to £20 sterling for orders issued in Queensland and to $100 for orders issued in the United States.

(2) Commission reduced to one-half of one per cent.

sion which shall be established under this convention, and these rates shall, in all cases, be payable in advance by the remitters, and shall not be repayable.

It is understood, moreover, that each office is authorized to suspend, temporarily, the exchange of money-orders, in case the course of exchange, or any other circumstance, should give rise to abuses, or cause detriment to the postal revenue.

ARTICLE 3.

Each country shall keep the commission charged on all money-orders within its jurisdiction, but shall pay to the other country three-fourths of one per cent on the amount of such orders.* (2)

ARTICLE 4.

The service of the postal money-order system between the two countries shall be performed, exclusively, by the agency of offices of exchange. On the part of the United States, the office of exchange shall be San Francisco, California, and on the part of Queensland, Brisbane. Orders shall be drawn only on the authorized money-order offices of the respective countries; and each Postal Administration shall furnish to the other, a list of such offices, and shall, from time to time, notify any addition to or change in such list. Every order and advice must contain the name of the office and of the country of destination, and if relating to an order payable in the United States, the name of the State in which such office is situated.

ARTICLE 5.

No money-order shall be issued unless the applicant furnish the name and address of the person to whom the amount is to be paid, and his own name and address; or the name of the firm or company who are the remitters or payees, together with the address of each.

The money-orders issued in either country, shall be forwarded by the remitters to the payees at their own expense.

ARTICLE 6.

The advices of all money-orders issued upon Queensland by the post-offices in the United States shall be sent to the office of exchange at San Francisco, where they shall be impressed with a dated stamp (Form 'A') showing the amount to be paid in sterling money, and transmitted by the next direct mail, to the exchange office at Brisbane, accompanied by a list, in duplicate, drawn upon the model of Form 'B.'

The advices on their arrival in Brisbane shall be compared with the entries in the list, and afterwards despatched to the paying offices.

In like manner, the advices of money-orders drawn on the United States by postmasters in Queensland shall be sent to the exchange office at Brisbane, shall there be impressed with a dated stamp Form 'A' showing the amount to be paid in United States money, and be despatched, accompanied by a list, in duplicate, (Form 'C') to the office of exchange at San Francisco by the next direct mail.

The advices on their receipt at San Francisco shall be compared with the entries in the list, and afterwards despatched to the paying offices.

The advices of orders issued in the United States in the month of June which may arrive at the office of exchange at San Francisco, in the earlier days of the following month, shall be entered on lists supplementary to that of the last day of the month of June, and in like manner, the advices of orders issued in Queensland in the month of June which may arrive at the exchange office at Brisbane, in the earlier days of the following month, shall be entered on lists supplementary to that of the last day of the month of June.

Each exchange office shall certify its orders to the other in amounts designated in the denominations of the money both of the despatching and receiving country at the rate of conversion established by Article 13 of this Convention. The amount, so converted, shall be checked at the receiving office of exchange.

Each Administration hereby undertakes and agrees to suspend the issue of money-orders a sufficient length of time before the sailing of each steamer which carries the

*By mutual agreement between the parties to this Convention the following changes have been made therein subsequent to the date of its execution:

(1) Maximum amount increased to £20 sterling for orders issued in Queensland and to $100 for orders issued in the United States.

(2) Commission reduced to one-half of one per cent.

exchange lists and advices, at those post-offices in its own territory where such suspension may be necessary, in order to prevent the issue of orders which could be despatched by the outgoing mail while the corresponding advices could not be certified by the exchange office in time to be conveyed by that mail.

The exchange lists and the accompanying advices shall invariably be sent by such steamers as carry the mails directly from San Francisco to Brisbane or from Brisbane to San Francisco, as the case may be, and not viâ London in any event.

ARTICLE 7.

The lists despatched from each office of exchange, shall be numbered consecutively, commencing with No. 1, at the beginning of the month of July in each year; and the entries in these lists shall also have consecutive numbers.

Of each list despatched, a duplicate shall be sent, which duplicate, after being verified by the receiving office of exchange shall be returned to the despatching office of exchange.

Each office of exchange shall promptly communicate to the other, the correction of any simple error which it may discover in the verification of the lists.

When the lists shall shew irregularities which the receiving exchange office shall not be able to rectify, that office shall apply for an explanation to the despatching exchange office, and such explanation shall be afforded without delay.

Should any list fail to be received in due course, the despatching exchange office on receiving information to that effect shall transmit without delay, a duplicate of the list, duly certified as such.

ARTICLE 8.

Duplicate orders shall only be issued by the Postal Administration of the country on which the original orders were drawn and in conformity with the regulations established, or to be established in that country.

ARTICLE 9.

The orders issued by each country on the other, shall be subject, as regards payment, to the regulations which govern the payment of inland orders of the country on which they were drawn. The paid orders shall remain in possession of the country of payment.

ARTICLE 10.

Repayment of orders to remitters shall not be made until an authorization for such repayment shall first have been obtained by the country of issue from the country where such orders are payable, and the amounts of the repaid orders shall be duly credited to the former country in the quarterly account (Article 12). It is the province of each Postal Administration to determine the manner in which repayment to the remitters is to be made.

ARTICLE 11.

Orders which shall not have been paid within twelve calendar months from the month of issue shall become void and the sums received shall accrue to and be at the disposal of the country of origin. The Queensland office shall, therefore, enter to the credit of the United States in the quarterly account, all money-orders entered in the lists received from the United States, which remain unpaid at the end of the period specified. (Article 12.) On the other hand, the Post-Office Department of the United States shall, at the close of each month, transmit to the Queensland office for entry in the quarterly account, a detailed statement of all orders included in the lists despatched from the latter office which, under this article become void.

ARTICLE 12.

At the close of each quarter an account shall be prepared at the General Post-Office of Queensland, showing in detail the totals of the lists containing the particulars of orders issued in either country during the quarter, and the balance resulting from such transactions.

Three copies of this account shall be transmitted to the Post-Office Department of

the United States at Washington, and the balance, after proper verification, shall, if due by the Post and Telegraph Department of Queensland, be paid to the General Post-Office at London to the credit of the Post-Office Department of the United States on account of the exchange of money-orders between the United States and the United Kingdom of Great Britain and Ireland; if due by the Post-Office Department of the United States, the balance shall likewise be paid to the General Post-Office at London to the credit of the Post Office of Queensland.

If, pending the settlement of an account, one of the two Postal Administrations shall ascertain that it owes the other, a balance exceeding five hundred pounds sterling, the indebted administration shall promptly remit the approximate amount of such balance to the credit of the other.

This account shall be in accordance with the forms 'D,' 'E,' 'F' and 'G,' annexed to this convention.

ARTICLE 13.

Until the two Postal Administrations shall consent to an alteration, it is agreed that in all matters of account relative to money-orders which shall result from the execution of the present convention, the pound sterling of Great Britain shall be considered as equivalent to four dollars, eighty-seven cents, of the money of the United States.

ARTICLE 14.

The Postal Administration in each country shall be authorized to adopt any additional rules (if not repugnant to the foregoing) for the greater security against fraud, or for the better working of the system generally.

All such additional rules, however, must be promptly communicated to the post-office of the other country.

ARTICLE 15.

The present convention shall take effect on the first day of July, 1884, and shall continue in force until twelve months after either of the contracting parties shall have notified to the other its intention to terminate it.

Done in duplicate and signed in Washington on the twenty-eighth day of May, in the year of our Lord, 1884, and in Brisbane on the twenty sixth day of March in the year of our Lord 1884.

[SEAL.]

WALTER Q. GRESHAM,
Postmaster-General of the United States.

JAMES F. GARRICK,
Postmaster-General of Queensland.

Signed by the said James F. Garrick in the presence of
JOHN MCDONNELL,
Under Sec'y Post and Telegraph Department.
AT BRISBANE ON *26th March*, 1884.

I hereby approve the foregoing Convention, and in testimony thereof, I have caused the seal of the United States to be hereto affixed.

[SEAL.] CHESTER A. ARTHUR.

By the President:
FREDK. T. FRELINGHUYSEN,
Secretary of State.
WASHINGTON, *June* 5, 1884.

LEEWARD ISLANDS.

1885.

Convention between the Post Office Department of the United States of America and the Governor of the Leeward Islands concerning an Exchange of Money Orders.

The Post Office Department of the United States of America and the Governor of the Leeward Islands being desirous of establishing a system of exchange of Money Orders between the United States and the several Presidencies constituting the Government of the Leeward Islands that is to say the Presidencies of Antigua, St. Christopher—Nevis, Dominica, Montserrat and the Virgin Islands the undersigned duly authorized for that purpose have agreed upon the following articles:—

ARTICLE 1.

There shall be a regular exchange of money-orders between the United States and each of the several Leeward Islands.

The maximum of each order is fixed at Ten pounds (£10) sterling when issued in any of the Leeward Islands; and when issued in the United States at Fifty dollars ($50) in the money of the latter country.*

No money order shall include a fractional part of a penny or of a cent.

The amount of each order must be expressed in letters in the money of the country in which payment is to be made, and the equivalent of the money in the issuing country must also be shown in figures, at the rate of conversion fixed by Article 13 of the present Convention.

ARTICLE 2.

The Governor in the Executive Council of the Leeward Islands shall have power to fix the rates of commission on all money orders issued in the several Islands of the colony, and the Post Office Department of the United States shall have the same power in regard to all money orders issued in the United States.

The Post Office of the United States shall communicate from time to time to the Post Office of Antigua its tariff of charges or rates of commission, which shall be established under this convention, and the Post Office of Antigua shall communicate from time to time to the Post Office of the United States the tariff of charges or rates of commission, which shall be established in the Leeward Islands under this convention, and these rates shall in all cases be payable in advance by the remitters and shall not be repayable.

It is understood moreover that the Post Office of any of the several Countries is authorized to suspend temporarily the exchange of Money Orders, in case the course of exchange, or any other circumstance, should give rise to abuses or cause detriment to the Postal revenue.

ARTICLE 3.

Every country included in this convention shall keep the commission charged on all money-orders issued within its jurisdiction, but shall pay to the country to which such money-orders are sent, three-fourths of one per cent. on the amount of such orders.†

ARTICLE 4.

The service of the Postal money-order system between the United States on the one part and the several Leeward Islands on the other part, shall be performed exclusively by the Agency of Offices of Exchange. On the part of the United States the office of Exchange shall be New York, and on the part of the several Leeward Islands, the Office of Exchange shall be St. John's Antigua.

Orders shall be drawn only on the authorised money-order offices of the respective countries, included in this Convention, and the Postal Administration of the United States shall furnish to the Post Office of Antigua a list of such offices in the United

*Maximum amount subsequently changed to £20 sterling for orders issued in the Leeward Islands, $100 for orders issued in the United States, by mutual agreement between the parties to this Convention.

† Subsequently reduced to one-half of one per cent by mutual agreement between the parties to this Convention.

States, and shall from time to time notify any addition to or change in such list, and the Post Office of Antigua shall furnish the Post Office of the United States with a list of such Offices in the several Leeward Islands, and shall from time to time notify any addition to or change in such list.

Every order and advice must contain the name of the office and of the country of destination, and if relating to an Order payable in the United States, the name of the State in which such office is situated.

ARTICLE 5.

No money-order shall be issued unless the applicant furnish the name and address of the person to whom the amount is to be paid, and his own name and address, or the name of the firm or company who are the remitters or payees together with the addresses of each.

The money orders issued in either the Colony or the United States shall be forwarded by the remitters to the payees at their own expense.

ARTICLE 6.

The advices of all money orders issued upon any of the Leeward Islands by the Post Offices in the United States shall be sent to the Office of Exchange at New York where they shall be examined, and if found correct, impressed with the dated stamp of that Office and transmitted by the next mail to the Exchange Office at Antigua accompanied by a list in duplicate, drawn upon the model of Form "A."

The advices on their arrival at Antigua shall be compared with the entries in the list, and afterwards despatched to the paying offices.

In like manner the advices of money orders drawn on the United States by Postmasters in any of the Leeward Islands shall be sent to the Exchange Office at Antigua, shall there be examined, and if found correct, impressed with the dated stamp of that office and be despatched accompanied by a list in duplicate (Form "B") to the office of Exchange at New York by the next mail.

The advices on their receipt at New York shall be compared with the entries on the list and afterwards despatched to the paying offices.

The advices of orders issued in the United States in the month of September, which may arrive at the Office of Exchange at New York in the earlier days of the following month, shall be entered on lists supplementary to that of the last day of the month of September, and in like manner the advices of orders issued in any of the Leeward Islands in the month of June which may arrive at the Exchange Office at Antigua in the earlier days of the following month, shall be entered on lists supplementary to that of the last day of the month of June.

Each Exchange Office shall certify its orders to the other on the lists, in amounts designated in the denominations of the money both of the despatching and receiving country at the rate of conversion established by Article 13, of this convention. The amounts so converted shall be checked at the receiving Office of Exchange.

ARTICLE 7.

The lists despatched from each Office of Exchange shall be numbered consecutively, commencing with No. 1 at the beginning of the month of July in each year; and the entries in these lists shall also have consecutive numbers.

Of each list despatched a duplicate shall be sent, which duplicate after being verified by the receiving Office of Exchange shall be returned to the despatching Office of Exchange.

Each Office of Exchange shall promptly communicate to the other the correction of any simple error which it may discover in the verification of the lists.

When the lists shall show irregularities which the receiving Exchange Office shall not be able to rectify, that Office shall apply for an explanation to the despatching Exchange Office, and such explanation shall be afforded without delay.

Should any list fail to be received in due course the despatching Exchange Office, on receiving information to that effect, shall transmit without delay a duplicate of the list, duly certified as such.

ARTICLE 8.

Duplicate orders shall only be issued by the Postal Administration of the Country on which the original Orders were drawn, and in conformity with the regulations established or to be established in that country.

ARTICLE 9.

The orders issued by the United States on any of the Leeward Islands or by any of the Leeward Islands on the United States shall be subject as regards payment to the regulations which govern the payment of Money-Orders in the Country on which they were drawn.

The paid orders shall remain in the possession of the country of payment

ARTICLE 10.

Repayment of orders to remitters shall not be made until an authorization for such payment shall first have been obtained by the country of issue from the country where such orders are payable, and the amounts of the repaid orders shall be duly credited to the former country in the quarterly account (Article 12). It is the province of each Postal Administration to determine the manner in which repayment to remitters is to be made.

ARTICLE 11.

Orders which shall not have been paid within twelve calendar months from the month of issue shall become void and the sums received shall accrue to and be at the disposal of the country of origin.

The Antigua Office shall therefore enter to the credit of the United States in the quarterly account all money-orders entered in the lists received from the United States, which remain unpaid at the end of the period specified (Article 12).

On the other hand the Post Office Department of the United States shall at the close of each month transmit to the Antigua Office for entry in the quarterly account, a detailed statement of all orders included in the lists despatched from the latter office, which under this Article become void.

ARTICLE 12.

At the close of each quarter an account shall be prepared at the Post Office of Antigua showing in detail the totals of the lists containing the particulars of orders issued in the United States on the one part and in the several Leeward Islands on the other part, during the quarter, and the balance resulting from such transactions.

Three copies of this account shall be transmitted to the Post Office Department of the United States at Washington and the balance after proper verification shall, if due by the Post Office Department of the United States be paid at Antigua, but, if due by the Post Office of Antigua it shall be paid at New York and in the money of the country to which the payment is made.

Payments may also be made in money or by drafts, or by bills of exchange on points other than Antigua and New York by mutual agreement between the Post Office Department of the United States and the Governor of the colony in his Executive Council.

If pending the settlement of an account, either the United States Post Office on the one part, or the Post Office of Antigua on the other part, shall ascertain that the one owes the other a balance exceeding five thousand dollars ($5,000) the indebted Administration shall promptly remit the approximate amount of such balance to the credit of the other; but nothing herein contained shall prevent such Administration from remitting a lesser amount than five thousand dollars ($5,000) at discretion.

This account, and the letters which accompany such intermediate remittances shall be in accordance with the forms "C"—"D"—"E"—"F"—and "G," annexed to this Convention.

ARTICLE 13.

Until the Postal Administration of the United States and the several Leeward Islands shall consent to an alteration it is agreed that in all matters of account relative to money orders which shall result from the execution of the present convention, the pound sterling of Great Britain shall be considered as equivalent to Four dollars and Eighty-seven cents of the money of the United States.

ARTICLE 14.

The Postal Administration of the United States and of the colony shall be authorized to adopt any additional rules (if not repugnant to the foregoing) for greater security against fraud, or for the better working of the system generally.

All such additional rules however must, if adopted by the United States, be promptly communicated to the Post Office Department of Antigua, and if adopted by the Governor in Council of the Leeward Islands be promptly communicated to the Post Office Department of the United States by the Post Office Department of Antigua.

ARTICLE 15.

This present Convention shall take effect on the first day of January one thousand eight hundred and eighty-six and shall continue in force until twelve months after either of the contracting parties shall have notified to the other its intention to terminate it.

Done in duplicate and signed in Washington on the twenty-eighth day of November in the year of our Lord 1885 and in Antigua on the seventeenth day of December in the year of our Lord 1885.

[Seal of the Post-Office Department of the United States.]

WM. F. VILAS,
Postmaster-General of the United States.

[Seal of the Governor of the Leeward Islands.]

W. V. MANSTON,
Governor of the Leeward Islands
In the Executive Council of the Leeward Islands.

NORWAY.

1887.

KONVENTION.

ARTIKEL I.

Udvexling af Postanvisninger.

Mellem Kongeriget Norge og de forenede Stater i Amerika skal der foregaa en regelmæssig Udvexling af Postanvisninger.

ARTIKEL II.

Uprexlingskontorer.

1. Postanvisningsudvexlingen mellem de to Lande skal forgaa udelakkende gjennem Udvexlingskontorer.

2. Udvexlingskontoret paa Kongeriget Norges Side skal være Kristiania Omkarteringskontor og paa Amerikas forenede Staters Side New York, N. Y.

ARTIKEL III.

Maximumsbeløb for Postanvisninger.

1. Det høieste Beløb, for hvilket en Post anvisning kan trækkes i Norge paa de forenede Stater, skal være et Hundrede sex og otti (186) Kroner 50 Øre, og det høieste Beløb, for hvilket en Postanvisning kan trækkes i de forenede Stater paa Norge, skal være femti Dollars ($50).

2. Dette Maximum af 186 Kroner 50 Øre, respektive 50 Dollars, kan dog ved Overenskomst mellem de to Landes Post-

CONVENTION.

ARTICLE I.

Exchange of Money-Orders.

Between the Kingdom of Norway and the United States of America there shall be a regular exchange of Money-Orders.

ARTICLE II.

Offices of Exchange.

1. The Money Order Service between the two countries shall be performed exclusively by means of offices of exchange.

2. The office of exchange, on the part of the Kingdom of Norway, shall be the exchange office of Kristiania, and, on the part of the United States of America, New York, N. Y.

ARTICLE III.

*Maximum amount of Orders.**

1. The maximum amount for which a money-order may be drawn in Norway upon the United States shall be one hundred eighty six (186) Kroner, 50 Ore, and the maximum amount for which a money-order may be drawn in the United States on Norway shall be fifty dollars ($50).

2. This maximum of 186 Kroner, 50 Ore, respectively 50 dollars, may, however, be increased to three hundred seventy three

* Maximum subsequently changed to one hundred dollars—for either country, by mutual agreement between the parties to this convention.

styrelser forøges til tre Hundrede tre og sytti (373) Kroner, respektive et Hundrede Dollars ($100), forudsat at Amerikas forenede Staters Postdepartement bliver ved Lov bemyndiget til at indgaa paa en saadan Forhøielse.

ARTIKEL IV.

Udbetaling i Guldmynt.

Udbetalingen skal i hvert Land foregaa i eller dennes tilsvarende Værdi i Landets gangbare Mynt.

ARTIKEL V.

Gebyr.

1. De respektive Landes Poststyrelser skulle hver for sig kunne til enhver Tid bestemme Satserne for det Gebyr, der skal betales for de Postanvisninger, som vedkommende Land udsteder.

2. Dette Gebyr skal tilfalde Udstedelseslandet; men det norske Postvæsen skal betale til de forende Staters Postvæsen en halv Procent af Beløbet af Postanvisninger, udstedte i Norge paa de forende Stater, og de forende Staters Postvæsen skal betale et lignende Beløb af Postanvisninger, udstedte i de forende Stater paa Norge.

3. Denne Betaling skal beregnes efter Totalsummerne i de Fortegnelser (A), som i Løbet af hvert Kvartal udvexles mellem de to Lande.

ARTIKEL VI.

Myntreduktion.

1. Converteringen af de to Landes Mynt skal ske overensstemmende med Middelkursen, som man er kommet overens om at ansætte til 3 Kroner 73 Øre for en Guld-Dollar.

2. De to Poststyrelser ere dog bemyndigede til efter fælles Overenskomst at bestemme en anden Konverteringskurs, hvis Vexelkursen mellem de to Lande skulde gjøre et saadant Skridt nødvendigt.

3. Der skal ikke tages Hensyn til mindre Beløb end en Cent eller fire Øre.

ARTIKEL VII.

Regler at iagttage ved Postanvisinger.

1. Ingen Postanvisning skal udstedes, med mindre Afsenderen opgiver det fulde Tilnavn og i det mindste Begyndelsesbog-

(373) Kroner, respectively, one hundred dollars ($100) by mutual agreement between the Post-Offices of the two countries, provided the Post-Office Department of the United States of America is authorized, by law, to assent to such an increase.

ARTICLE IV.

Payment in gold coin.

Payment, in either country shall be made in gold coin or its equivalent in the currency of such country.

ARTICLE V.

Commission.

1. The Post-Offices of the respective countries shall each have power to fix from time to time the rates of commission to be charged on all money-orders they may respectively issue.

2. The commission, so charged, to belong to the country of issue; but the Norwegian Post-Office shall pay to the Post-Office of the United States one-half of one per cent. on the amount of money-orders issued in Norway and advised to the United States, and the Post-Office of the United States shall make a like payment on the amount of money-orders issued in the United States and advised to Norway.

3. Such payments to be calculated on the totals of the lists (A) exchanged every quarter of a year by the two countries.

ARTICLE VI. *

Rate of Exchange.

1. The conversion of the money of the two countries shall be in accordance with the average rate of exchange, which, it is agreed, shall be taken at three Kroner, 73 Ore to the gold dollar.

2. The two offices are, however, authorized to fix by common agreement another rate of conversion, should the course of exchange between the two countries render such a step necessary.

3. No account shall be taken of any fraction of a cent or of 4 Ore.

ARTICLE VII.

Particulars to be observed for a Money Order.

1. No money-order shall be issued, unless the remitter furnish, in full, the surname, and at least the initial of one chris-

* Art. VI has been abrogated and replaced by another article, granting each administration the right to fix its own rate of conversion of amounts of money-orders issued within its own domain by mutual agreement between the parties to this convention.

stavet til Fornavn saavel paa Afsenderen som paa Modtageren eller Navnet paa det Firma eller Kompagni, som er Afsender eller Modtager, tilligemed den nøiagtige Adresse paa den Person eller det Firma, til hvem Beløbet skal betales, og Afsenderens Adresse.

2. Bestemmelses-Postanstalten skal angives med den størst mulige Noiagtighed, og for Postanvisninger til de forenede Stater skal specielt angives den Stat og, om muligt, det County, hvori Bestemmelses-Postanstalten er beliggende.

ARTIKEL VIII.

Duplikat-Anvisninger.

1. I Tilfælde af, at en Postanvisning feilsendes eller gaar tabt, skal et Duplikat udstedes af Udvexlingskontoret i Udbetalingslandet paa skriftlig Anmodning af Adressaten.

2. Ved Modtagelsen af en saaden Anmodning fra Adressaten skal der gives Ordre til at standse Udbetalingen af selve Postanvisningen.

ARTIKEL IX.

Rettelser af Adressaternes Navne.

Berigtigelser af Feil i Adressaternes Navne skal foretages af Udgangslandets Udvexlingskontor paa Afsenderens Forlangende.

ARTIKEL X.

Anvisningers Tilbagebetaling.

1. Tilbagebetaling af en Anvisning skal ikke i noget Tilfælde finde Sted, forinden Udvexlingskontoret i det Land, hvor Anvisningen skulde udbetales, har bekræftet, at Anvisningen ikke er bleven udbetalet.

2. Ved Udgangen af hvert Kvartal skal hver Poststyrelse i en Fortegnelse overensstemmende med hosfølgende Formular B meddele Opgaver over alle Anvisninger, som den er bleven bemyndiget til at tilbagebetale til Afsenderne, og Totalbeløbet af saaden Fortegnelse, hvilken i dette Øiemed skal blive oversendt til Poststyrelsens Regnskabskontor i Kristiania, skal optages til vedkommende Styrelses Kredit i den Afregning, der omhandles i Artikel XVII.

ARTIKEL XI.

Ubesørgede Postanvisninger.

1. Postanvisninger, som ikke ere blevne udbetalte inden tolv Kalendermaaneder efter Udstedelsesmaaneden, blive ugyltian name both of the remitter and of the payee; or, the name of the firm or company who are the remitters or the payees; together with the exact address of the person or firm to whom the money is to be paid; and the address of the remitter.

2. The Post-Office of the addressee shall be given with the greatest possible accuracy and, for money-orders to the United States, the State and if possible the county, within which the Post-Office of the addressee is situated, shall be specially indicated.

ARTICLE VIII.

Duplicate orders.

1. In the event of a money-order miscarrying or being lost, a duplicate shall be granted by the chief office of the country of payment, on written application being made by the payee.

2. On the receipt of a similar application from the payee, instructions shall be given to stop payment of a money-order.

ARTICLE IX.

Alterations in names of payees.

Corrections of errors in the names of payees shall be effected by the chief office of the country of issue at the request of the remitter.

ARTICLE X.

Repayment of orders.

Repayment of an order shall not, in any case, be made, until it has been ascertained from the chief office of the country where such order is payable that the order has not been paid.

2. At the end of each quarter, each postal administration shall show, in a list similar to Form B, annexed, the particulars of all orders which it has been authorized to repay to the original remitters; and the total amount of such list, which for this purpose shall be transmitted to the accounting department of the Post Office at Kristiana, shall be entered to the credit of such administration in the account mentioned in Article XVII.

ARTICLE XI.

Unpaid money-orders.

1. Money-orders, which shall not have been paid within twelve calendar months from the month of issue, shall become

digc. De Beløb, der ere modtagne for saadanne Postanvisninger, skulle godskrives Udgangslandet og forblive til Disposition for dette.

2. Den norske Poststyrelse skal derfor optage i Kvartalsafregningen (Artikel XVII) til de forenede Stater Kredit alle i de fra de forenede Stater modtagne Fortegnelser optagne Postanvisninger, som forblive ubesørgede ved Udløbet af nævnte Tidsfrist.

3. Paa den anden Side skal de forenede Staters Postdepartement ved Udløbet af hvert Kvartaloversende den norske Poststyrelse til Indtagelse i Kvartalsafregningen en specificeret Opgave over alle de i Fortegnelserne fra det norske Postvæsen optagne Anvisninger, som i Henhold til denne Artikel blive ugyldige.

ARTIKEL XII.

Postanvisningsfortegnelse.

1. De to Udvexlingskontorer skulle meddele hinanden med hver afgaaende Post de Summer, der, ere modtagne i hvert af de to Lande for Udbetaling i det andet. De skulle i dette Øiemed benytte hosføiede Formular A.

2. Postanvisninger, der ere udstedte i Norge mod Slutningen af Juni og i de forender Stater mod Slutningen af December, og som ikke fremkomme til de respektive Udvexlingskontorer førend de første Dage af den følgende Maaned, skulle optages i og meddeles Udvexlingskontoret i det Land, til hvilket de sendes, ved særskilte Tillægsfortegnelser, daterede den sidste in den Maaned, i hvilken Beløbene ere modtagne.

3. Et Intet-Fortegnelse skal sendes naar der ikke findes Indbetalinger at meddele.

ARTIKEL XIII.

Internationale Numere.

Enhver Postanvisning og ethvert Beløb, indført i Fortegnelserne, skal bære et Nummer, der kalde "internationalt Numer" og som for hver Maaned begynder med No. 1.

ARTIKEL XIV.

Erkjendelse for Fortegnelser.

Duplicater af Fortegnelser.

1. Modtagelsen af enhver Fortegnelse skal gjensidig erkjendes paa den først paafølgende Fortegnelse, der sendes i modsat Retning, og Fortegnelse, som ikke maatte være modtagen, skal uopholdelig efterspøges af det Udvexlingskontor, til hvilket den skulde have været sendt.

2. Det afsendende Udvexlingskontor skal i saadant Tilfælde uden Ophold over-

void. The sums received from such money-orders shall accrue to and be at the disposal of the country of origin.

2. The Norwegian Office shall, therefore, enter in the quarterly account (Article XVII) to the credit of the United States, all money-orders entered in the lists received from the United States which remain unpaid at the end of the period specified.

3. On the other side, the Post-Office Department of the United States shall, at the close of each quarter, transmit to the Norwegian office, for entry in the quarterly account, a detailed statement of all orders included in the lists despatched from the Norwegian office, which under this Article become void.

ARTICLE XII.

Lists of money-orders.

1. The two Offices of Exchange shall communicate to each other by every starting Mail the sums received in each of the two countries for payment in the other. They shall use, for this purpose, the form of List A, annexed.

2. Money-orders issued in Norway towards the end of June, and in the United States towards the end of December, and not reaching the respective offices of exchange until the first days of the following month, shall be entered and communicated to the office of exchange of the country to which they are sent, on separate lists, supplementary to the ordinary lists, dated the last of the month in which the sums were received.

3. A blank list shall be transmitted when there are no receipts to be advised.

ARTICLE XIII.

International numbers.

Every money-order or receipt of money entered upon the lists shall bear a number, to be called the "International number", commencing each month with No. 1.

ARTICLE XIV.

Acknowledgment of lists.

Duplicates of lists.

1. The receipt of each list shall be acknowledged, on either side, by means of the first subsequent list forwarded in the opposite direction, and the list which shall fail to be received shall be immediately applied for by the office of exchange to which it should have been sent.

2. The despatching office of exchange shall, in such case, transmit without de-

sende det modtagende Udvexlingskontor en Duplikatfortegnelse, der behørig er betegnet som saadan.

ARTIKEL XV.

Fortegnelsernes Granskning.

1. Fortgnelserne skulle omhyggelig granskes af det modtagende Udvexlingskontor og berigtiges, hvis de indeholde aabenbare Feil.

2. Berigtigelsen skal meddeles det afsendende Udvexlingskontor ved Erkjendelsen af modtagelsen af den Fortegnelse, hvori Rettelserne ere blevne foretagne.

3. Hvis Fortegnelsen skulde vise andre Uregelmæssigheder, skal det modtagende Kontor begjære en Forklaring af det afsendende Udvexlingskontor, som skal afgive saadan Forklaring saa hurtig som muligt.

4. I Mellemtiden udsættes der med Udfærdigelsen af de indenrigske Postanvisninger, hvilke Opgaverne i den feilagtige Fortegnelse vedkomme.

ARTIKEL XVI.

Udfærdigelse af indenrigske Postanvisninger.

Saasnart Fortegnelserne ankomme til det modtagende Udvexlingskontor, skal dette Kontor udfærdige indenrigske Anvisninger til de i Fortegnelserne opgivne Adressater for de opgivne Beløb og skal afsende dem til Adressaterne eller til det udbetalende Kontor i Overensstemmelse med de Bestemmelser, der i hvert Land gjælde for Udbetalingen af Postanvisninger.

ARTICLE XVII.

Afregninger.

1. Den norske Poststyrelse skal ved Udløbet af hvert Kvartal udarbeide en Afregning, udvisende:

1. Totalsummerne af de Fortegnelser, som i Kvartalet ere blevne udvexlede mellem de to Poststyrelser (Artikel XII), med Tillæg af det i Artikel V omhandlede Gebyr;

2. Totalsummerne af Fortegnelserne over de Postanvisninger, som det afsendende Postvæsen or bleven bemyndiget til at tilbagebetale til Afsenderne (Artikel X);

3. Totalbeløbet of de Postanvisninger, som ikke are blevne udbetalte i de to Lande (Artikel XI;

4. Den Balance, som i Overensstemmelse med Afregningen skal betales af det ene Postvæsen.

2. Denne Afregning, som skal affattes overensstemmende med hosføiede Formulay, to the receiving office of exchange, a duplicate list, duly certified as such.

ARTICLE XV.

Verification of lists.

1. The lists shall be carefully verified by the office of exchange to which they are sent; and, when they contain simple errors, shall be corrected.

2. The correction shall be communicated to the despatching office of exchange in the acknowledgment of the receipt of the list on which the corrections were made.

3. When the list shall disclose other irregularities, the receiving office shall require an explanation from the despatching office of exchange, which shall give such explanation with as little delay as possible.

4. In the meantime, the issue of internal money orders, relating to the entries on the list found to be irregular, shall be suspended.

ARTICLE XVI.

Internal money-orders to be prepared.

As soon as the lists shall have reached the receiving office of exchange, that office shall prepare internal money-orders in favor of the payees and for the amounts specified in the lists, and shall forward them to the payees, or, to the paying office in conformity with the arrangements existing in each country for regulating the payment of money-orders.

ARTICLE XVII.

Accounts.

1. The Norwegian office shall at the close of every quarter prepare an account showing:

1. The totals of the lists of the quarter which have been exchanged between the two Post-Offices (Article XII.), with addition of the commission mentioned in Article V.;

2. The totals of the lists of money-orders which the despatching office has been authorized to repay to the remitter (Article X.);

3. The totals of the money-orders which in the two countries have not been paid (Article XI.);

4. The balance which in comformity with the account has to be paid by either office.

2. Such account, which shall be in conformity with Form C, annexed, shall be

lar C, skal i to Exemplarer af det norske Postvæsen oversendes de forenede Staters Postdepartement, som skal tilbagesende et Exemplar af Afregningen, behørigen vedtaget.

ARTIKEL XVIII.

Betaling af Balancen.

1. Naar det norske Postvæsen har at betale til de forenede Staters Postvæsen Balancen af Afregningen, skal det betale denne Balance paa samme Tid, som det sender Afregningen, hvilket skal ske, saasnart som muligt og senest inden Udgangen af det kvartal, der følger efter det, som Afregningen vedkommer.

2. Lignende Fremgangsmaade skal følges af de forenede Staters Postdepartement, naar det tilbagesender Duplikatet af den vedtagne Afregning. Denne Tilbagesendelse skal ske, saasnart som muligt, og senest inden 30 Dage efter Afregningens Modtagelse.

3. Betalingen af Balancen skal ske i Kristiania, naar den er i Norges Kredit, og i Washington, naar den er i de forenede Staters Kredit, samt altid I det Lands Mynt, til hvilket Betaling sker, uden noget Afdrag for dette sidstnævnte Land; og alle Udgifter i denne Anledning skulle bæres af det skyldige Postvæsen.

4. Skulde i noget Tilfælde det ene Postvæsen erholde tilgode af det andet for udbetalte Postanvisninger et Beløb af mere end 20000 Kroner, skal det til godehavende Postvæsen være berettiget til at forlange en Forskudsbetaling eller foreløbig Saldering af indtil tre Fjerdedele af Fordringen. I saadant Tilfælde skal Betaling uophold finde Sted.

5. I Tilfælde af, at Balancen af en Afregning ikke bliver betalt inden den ovenfor under 1 og 2 nævnte Frist, skal Beløbet af denne Balance blive rentebærende fra den fastsatte Termin indtil den Dag, da det skyldige Beløb sendes. Denne Rente skal beregnes efter fem (5) Procent pro anno og skal optages i næstfølgende Afregninger til Debet for den Poststyrelse, som ikke har betalt i betimelig Tid.

ARTIKEL XIX.

Tillægsbestemmelser.

1. Hvert Lands Poststyrelse skal være bemyndiget til at fastsætte Tillægsbestemmelser (der dog ikke maa stride mod foranstaaende) till større Sikkerhed mod Bedragerier eller til Lettelse af Systemet i dets Almindelighed.

2. Alle saadanne Tillægsbestemmelser maa dog meddeles det andet Lands Poststyrelse.

transmitted, in duplicate, by the Norwegian office to the Post-Office Department of the United States, which shall return one copy of the account duly accepted.

ARTICLE XVIII.

Payment of balance.

1. When the Norwegian office has to pay to the office of the United States the balance of the account, it shall pay such balance at the same time that it sends the account, which shall be as soon as possible, and at the latest within the close of the quarter, immediately following that which the Account concerns.

2. A similar course shall be followed by the Post-Office Department of the United States when it returns the duplicate of the account accepted. This return shall be made as soon as possible and at the latest within thirty days after the reception of the accounts.

3. The payment of the balance shall be made at Kristiana when it is to the credit of Norway, and at Washington, when it is to the credit of the United States; and always in the money of the country to which payment is made without any deduction for the last-mentioned country; and all expenses in the matter shall be at the charge of the debtor Post-Office.

4. Should on any occasion one of the Post-Offices be creditor of the other for paid money-orders amounting to a total exceeding 20,000 Kronor, the creditor office shall have the right to require a prepayment or provisional liquidation which may amount to three-fourths of the sum of the debt. In such case the payment shall follow immediately.

5. In the event of the balance of an account not being paid within the time specified in 1 and 2 above, the amount of such balance shall be chargeable with interest from the date of the stipulated period until the day of the transmission of the amount due. Such interest shall be computed at the rate of five (5) per cent. per annum, and is to be entered in the accounts next following as a debit against the dilatory administration.

ARTICLE XIX.

Additional rules.

1. The postal Administration in each country shall be authorized to adopt any additional rules (if not repugnant to the foregoing) for the greater security against fraud, or, for the better working of the system generally.

2. All such additional rules, however, must be communicated to the Post Office of the other country.

ARTIKEL XX.

Rettighed til at forøge Gebyret eller til at indstille Udstedelsen af Anvisninger.

Skulde det nogen Gang vise sig, at Postanvisninger benyttes af Handelsmaaend eller andre Personer i Norge eller i de forenede Stater til Oversendels af større Pengebeløb, skal den norske Poststyrelse eller de forende Staters Postdepartement—efter Omstændighederne—have Ret til at forøge Gebyret og skal endog være berettiget til for en Tid helt at indstille Udfærdigelsen af Postanvisninger.

ARTICLE XX.

Power to increase commission, or to suspend issue of orders.

Should it appear, at any time, that money-orders are used by mercantile men or other persons in Norway, or, in the United States, for the transmission of large sums of money, the Norwegian office, or, the Post-Office Department of the United States, as the case may be, shall consider the propriety of increasing the commission; and shall have power even for a time wholly to suspend the issue of money-orders.

ARTIKEL XXI.

Konventionens Ikrafttræden og Varighed. Denne Konvention skal træde i Kraft den 1ste April 1887 og skal ophøre at gjælde efter 6 Kalendermaaneders Opsigelse fra en af Parterne.

Givet in duplo og undertegnet i Christiania den 5te Februar 1887 og i Washington den 30te November 1886.

(Signed) SOFUS ARCTANDER.
(Signed) HARALD ASCHE.

[Seal of the Post Department of Norway.]

ARTICLE XXI.

This Convention shall come into operation on the 1st of April, 1887, and shall be terminable on a notice, by either party, of six calendar months.

Done in duplicate and signed at Washington this 30th day of November, 1886, and at Christiania this 5th day of February, 1887.

(Signed) WM. F. VILAS,
Postmaster General of the United States.

[Seal of the Post Office Department of the United States of America.]

NETHERLANDS.

Convention for an exchange of money-orders between the United States of America and the Kingdom of the Netherlands.

1886.

ARTICLE 1.

Exchange of money-orders.

Between the Kingdom of the Netherlands and the United States of America there shall be a regular exchange of money-orders.

ARTICLE 2.

Offices of Exchange.

1. The Money-Order Service between the two countries shall be performed exclusively by means of offices of exchange.
2. The Office of exchange, on the part of the Kingdom of the Netherlands, shall be the general postal money-order office at the Hague, and on the part of the United States of America, New York, N. Y.

ARTICLE 3.

Maximum amount of Orders.

1. The maximum amount for which a money-order may be drawn in the Netherlands upon the United States shall be one hundred and twenty-five florins; and the maximum amount for which a money-order may be drawn in the United States, on the Netherlands, shall be fifty dollars ($50.)*

* Maximum amount subsequently increased to one hundred dollars (or the equivalent thereof) for either country by mutual agreement between the parties to this convention.

2. This maximum of one hundred and twenty-five florins and fifty dollars, respectively, may, however, be increased to two hundred and fifty florins and one hundred dollars, respectively, by mutual agreement between the Post Offices of the two countries, provided the Post Office Department of the United States is authorized, by law, to assent to such an increase.

ARTICLE 4.

Payment in gold coin.

Payment, in either country, shall be made in gold coin or its equivalent in the currency of such country.

ARTICLE 5.

Commission.

1. The Post Offices of the respective countries shall each have power to fix from time to time the rates of commission to be charged on all money-orders they may respectively issue. Such commission shall not, however, exceed one and one-half per cent. upon the amounts constituting the divisions in the schedule of commissions.
2. The commission, so charged, to belong to the country of issue; but the Post Office of the Netherlands shall pay to the Post Office of the United States one-half of one per cent. on the amount of money-orders issued in the Netherlands and advised to the United States, and the Post Office of the United States shall make a like payment on the amount of money-orders issued in the United States and advised to the Netherlands.
3. Such payments to be calculated on the totals of the lists (A) exchanged every quarter of a year by the two countries.

ARTICLE 6.

Rate of Conversion.

1. The rate of conversion of the money of the country of origin into that of the country of payment shall be fixed by the Administration of the country of origin.
2. No account shall be taken of any fraction of one cent in the currency of the United States or of the Netherlands.

ARTICLE 7.

Particulars to be observed for a money-order.
1. No money-order shall be issued unless the remitter furnish in full, the surname, and at least the initial of one Christian name both of the remitter and of the payee; or the name of the firm or company who are the remitters or the payees, together with the exact address of the person or firm to whom the money is to be paid, and the address of the remitter.
2. The Post Office of the addressee shall be given with the greatest possible accuracy and, for money-orders to the Netherlands the Province, and, for money-orders to the United States, the State, and if possible the county, within which the post-office of the addressee is situated, shall be specially indicated.

ARTICLE 8.

Duplicate Orders.

1. In the event of a money-order miscarrying or being lost, a duplicate shall be granted by the Chief Office of the country of payment, on written application being made by the payee.
2. On the receipt of a similar application from the payee, instructions shall be given to stop payment of a money-order.

ARTICLE 9.

Alterations in names of payees.

Corrections of errors in the names of payees shall be effected by the Chief Office of the country of issue at the request of the remitter.

ARTICLE 10.

Repayment of Orders.

1. Repayment of an order shall not, in any case, be made, until it has been ascertained from the Chief Office of the country where such order is payable that the order has not been paid.

2. At the end of every quarter, each Postal Administration shall show, in a list similar to Form B, annexed, the particulars of all orders which it has been authorized to repay to the original remitters; and the total amount of such list, which for this purpose shall be transmitted to the accounting department of the General Post Office at the Hague, shall be entered to the credit of such administration in the account mentioned in Article 16.

ARTICLE 11.

Unpaid money-orders.

1. Money-orders which shall not have been paid within twelve calendar months from the month of issue shall become void. The sums received from such money-orders shall accrue to and be at the disposal of the country of origin.

2. The Post Office of the Netherlands shall, therefore, enter in the quarterly account (Article 16) to the credit of the United States, all money-orders entered in the lists received from the United States which remain unpaid at the end of the period specified.

3. On the other side, the Post Office Department of the United States shall, at the close of each quarter, transmit to the Post Office of the Netherlands, for entry in the quarterly account, a detailed statement of all orders included in the lists dispatched from the Office of the Netherlands which under this article become void.

ARTICLE 12.

Lists of money-orders.

1. The two offices of Exchange shall communicate to each other by every outgoing mail the sums received in each of the two countries for payment in the other. They shall use, for the purpose, the form of List, A, annexed.

2. The lists dispatched from each office of Exchange shall be numbered consecutively, commencing with No. 1 at the beginning of the month of July in each year; and the entries in these lists shall also have consecutive numbers.

3. Of each list dispatched a duplicate shall be sent, which duplicate, after being verified by the receiving office of exchange shall be returned to the dispatching office of exchange.

4. Money-orders issued in the Netherlands towards the end of June, and in the United States towards the end of December, and not reaching the respective offices of exchange until the first days of the following month, shall be entered and communicated to the office of exchange of the country to which they are sent, on separate lists, supplementary to the ordinary lists, dated the last of the month in which the sums were received.

5. A blank list, with the words, "No money-orders", written across its face, shall be transmitted when there are no receipts to be advised.

ARTICLE 13.

Acknowledgment of Lists.

1. The receipt of each list shall be acknowledged, on either side, by means of the first subsequent list forwarded in the opposite direction, and the list which shall fail to be received shall be immediately applied for by the office of exchange to which it should have been sent.

2. The dispatching office of exchange shall, in such case, transmit, without delay, to the receiving office of exchange, a duplicate list, duly certified as such.

ARTICLE 14.

Verification of Lists.

1. The lists shall be carefully verified by the office of exchange to which they are sent; and, when they contain simple errors, shall be corrected.

2. The correction shall be communicated to the dispatching office of exchange in the acknowledgment of the receipt of the list on which the corrections were made.
3. When the list shall disclose other irregularities, the receiving office shall require an explanation from the dispatching office of exchange, which shall give such explanation with as little delay as possible.
4. In the meantime, the issue of internal money-orders relating to the entries on the list found to be irregular shall be suspended.

ARTICLE 15.

Internal money-orders to be prepared.

As soon as the lists shall have reached the receiving office of exchange, that office shall prepare internal money-orders in favor of the payees and for the amounts specified in the lists, and shall forward them to the payees, or to the respective paying offices, in conformity with the arrangements existing in each country for regulating the payment of money-orders.

ARTICLE 16.

Accounts.

1. The Post Office of the Netherlands shall at the close of every quarter prepare an account showing:
   1. The totals of the lists of the quarter which have been exchanged between the two Post Offices, (Article 12;) with addition of the commission mentioned in Article 5;
   2. The totals of the lists of money-orders which the dispatching office has been authorized to repay to the remitter, (Article 10;)
   3. The totals of the money-orders which in the two countries have not been paid, (Article 11;)
   4. The balance which in conformity with the account has to be paid by either office.
2. For the purpose of balancing said account the smaller credit shall be converted into the same money as that of the larger credit. This conversion shall be based upon the average of the rates of exchange quoted at Amsterdam during the period embraced in the account, if the payment is due to the United States; and upon the average of such rates quoted at New York during a like period, if the payment is due to the Netherlands. To that end the debtor Administration shall forward to the creditor Administration a certified tabular statement of the rates of exchange, at Amsterdam or at New York, as the case may be, quoted each business day during the preceding quarter.
3. The quarterly account, which shall be in conformity with Form C, annexed, shall be transmitted, in duplicate, by the Post Office of the Netherlands to the Post Office Department of the United States, which shall return one copy of the account accepted.

ARTICLE 17.

Payment of balance.

1. When the Office of the Netherlands has to pay to the Office of the United States the balance of the account, it shall pay such balance at the same time that it sends the account, which shall be as soon as possible, and at latest within the close of the quarter immediately following that which the account concerns.
2. A similar course shall be followed by the Post Office Department of the United States when it returns the duplicate of the account accepted. This return shall be made as soon as possible, and at the latest within thirty days after the reception of the accounts.
3. The payment of the balance shall be made at Amsterdam, when it is to the credit of the Netherlands; and at Washington, when it is to the credit of the United States; and always in the money of the country to which payment is made, without any deduction for the last-mentioned country; and all expenses in the matter shall be at the charge of the debtor Post Office.
4. Should, on any occasion, one of the Post Offices be creditor of the other for paid money-orders amounting to a total exceeding ten thousand florins, the creditor office shall have the right to require a prepayment or provisional liquidation which may amount to three-fourths of the sum of the debt. In such case the payment shall follow immediately.

5. In the event of the balance of an acconnt not being paid within the time specified in 1 and 2 above, the amount of such balance shall be chargeable with interest from the date of the stipulated period until the day of the transmission of the amount due. Such interest shall be computed at the rate of five (5) per cent. per annum, and is to be entered in the accounts next following as a debit against the dilatory Administration.

ARTICLE 18.

Additional rules.

1. The Postmaster General in each country shall be authorized to adopt any additional rules (if not repugnant to the foregoing) for the greater security against fraud, or, for the better working of the system generally.
2. All such additional rules, however, must be communicated to the Postmaster General of the other country.

ARTICLE 19.

Power to increase commission or to suspend issue of orders.

Should it appear, at any time, that money-orders are used by mercantile men or other persons in the Netherlands or in the United States for the transmission of large sums of money, the Post Office of the Netherlands or the Post Office Department of the United States, as the case may be, shall consider the propriety of increasing the commission; and shall have power even for a time wholly to suspend the issue of money-orders.

ARTICLE 20.

Commencement and termination of Convention.

This Convention shall come into operation on the 1st day of April, 1887, and shall be terminable on a notice, by either party, of six calendar months.
Done in duplicate and signed at Washington, this 30th day of November, 1886, and at The Hague, this 21st day of December, 1886.

[Seal of the Post Office Department of the United States.]

WM. F. VILAS,
Postmaster General of the United States.

Le Directeur Général des Postes des Pays-Bas,

[Seal of the Department of Public Works & Commerce of the Netherlands.]

HOFSTEDE.

DENMARK.

1887.

ARTICLE 1.

Exchange of Money Orders.

Between Denmark and the United States of North America there shall be a regular exchange of money-orders.

ARTIKEL 1.

Udvexling af Postanvisninger.

Mellem Danmark og de Forenede Stater i Nord-Amerika skal der finde en regelmæssig Udvexling af Postanvisninger Sted.

ARTICLE 2.

Offices of Exchange.

1. The money-order service between the two countries shall be performed exclusively by means of offices of exchange designated for the purpose.
2. The office of exchange on the part of Denmark shall be Korsör, and on the part of the United States of North America, New York, N. Y

ARTIKEL 2.

Udvexlingspostkontorer.

1. Udvexlingen af Postanvisninger imellem de to Lande skal udelukkende ske gjennem dertil bestemte Udvexlingskontorer.
2. Korsör Postkontor er Udvexlingskontor for Danmarks Vedkommende og New York, N. Y., for de Forenede Stater i Nord-Amerika.

ARTICLE 3.

*Maximum amount of orders.**

1. The maximum amount for which a money-order may be drawn in Denmark upon the United States shall be one hundred and eighty-six (186) kroner, 50 öre, and the maximum amount for which a money-order may be drawn in the United States upon Denmark shall be fifty dollars, ($50.)

2. This maximum amount of 186 kroner, 50 öre, or 50 Dollars, may, however, be increased by mutual agreement between the Post-Office Departments of the two countries to three hundred and seventy-three (373) kroner, or 100 Dollars, provided the Post-Office Department of the United States of North America is authorized by law to assent to such an increase.

ARTIKEL 3.

Maximumsbelöb for Postanvisninger.

1. Det höjeste Belöb for Postanvisninger fra Danmark til de Forenede Stater er Et Hundrede Sex og Firsindstyve (186) kroner 50 Øre og det höjeste Belöb for Postanvisninger fra de Forenede Stater til Danmark er Halftresindstyve (50) Dollars.

3. Disse maximumsbelöb, 186 kroner, 50 Øre, respektive 50 Dollars, kunne imidlertid efter Overenskomst mellem begge Landes Postbestyreler forhöjes til Tre hundrede Tre og Halvfjerdsindstyve (373) Kroner, respektive 100 Dollars forudsat, at Postdepartementet et i de Forenede Stater i Nord-Amerika, ved Lov bemyndiges til at indgaa paa en saadan Forhöjelse.

ARTICLE 4.

Payment in gold coin.

Payment, in either country, shall be made in gold coin, or its equivalent in other current money.

ARTIKEL 4.

Udbetaling i Guldmönt.

Udbetalingen skal i hvert af Landene ske i Guldmönt eller med tilsvarende Voerdi i anden gangbar Mönt.

ARTICLE 5.

Commission.

1. The Post Office Departments of the respective countries shall have power to fix the rates of commission which at different times shall be paid by remitters on money orders issued in the respective countries.

2. This commission shall belong to the country of issue, but the Danish post office shall pay to the post office of the United States one-half of one per cent. on the total amount of all money-orders issued in Denmark for payment in the United States, and the post office of the United States shall make a like payment on the money-orders issued in the United States for payment in Denmark.

3. Such payments to be calculated on the totals of the Lists (A) exchanged every quarter by the two countries.

ARTIKEL 5.

Postanvisningsafgift.

1. Hver af de to Landes Postbestyrelser skal for sit Vedkommende have Ret til at fastsoette den Afgift, der til de forskjellige Tider skal erloegges af Afsendere af de i vedkommende Land udstedte Anvisninger.

2. Denne Afgift tilfalder det Land, som har udstedt Anvisningen, men det danske Postvoesen skal til de Forenede Staters Postvoesen betale en halv procent af det sammenlagete Belöb af de Postanvisninger som udstedes i Danmark for at udbetales i de Forenede Stater, og de Forenede Staters Postvoesen skal erloegge en tilsvarende Betaling for de Postanvisninger, der udstedes i de Forenede Stater for at udbetales i Danmark.

3. Disse Betalinger beregnes efter Hovedsummerne af de Fortegnelser (A) der hvert Kvartal udvexles mellem de 2 Lande.

ARTICLE 6.†

Rate of Exchange.

1. The conversion of the money of the one country into that of the other shall

ARTIKEL 6.

Omsoetningsforholdet.

1. Omsoetningen fra det ene Lands Mönt til det andets skal ske efter en

* By mutual agreement between the parties to this convention the maximum amount was subsequently increased to one hundred dollars (or its equivalent) for either country.

† By mutual agreement between the parties to this convention Article 6 was subsequently abrogated and replaced by another article granting each administration the right to fix its own rate of conversion of amounts of money-orders issued within its own domain.

be effected in accordance with an average rate of exchange, which is fixed at 3 kroner 73 öre = 1 dollar in gold.

2. The two offices are, however, authorized to fix, by common agreement, another rate of conversion should the course of exchange between the two countries render such a step necessary.

3. No account will be taken of fractions of a cent, or of four öre.

ARTICLE 7.

Special particulars.

1. Every money-order shall give, in full, the surname and at least the initial of one christian name both of the remitter and of the payee; if the remitter or the payee is a firm or company, the name of such firm or company shall be given. Further, the money-order shall contain the address of the remitter, together with the exact address of the person or firm to whom the money is to be paid.

2. The post office address shall be given with the greatest possible accuracy, and in the case of money-orders upon the United States, the name of the State, and, if possible, of the County in which the post office is situated shall be indicated.

ARTICLE 8.

Duplicate orders.

1. If a money-order is lost or missent a duplicate thereof may be issued upon the written application of the addressee, and such duplicate order shall be issued by the Chief Office of the country of payment.

2. Upon the receipt of such an application from the payee, measures shall be taken to prevent payment of the original order.

ARTICLE 9.

Correction of errors in names of payees.

Correction of errors in names of payees shall be made at the request of the remitters by the Exchange Office of the country of origin.

ARTICLE 10.

Repayment of orders.

1. Repayment of a money order shall in no case be made until the Chief Office of the country of payment shall have reported that the order remains unpaid.

Gjennemsnitskurs, der er fastsat til 3 Kroner 73 Øre = 1 Dollar i Guild.

2. Begge Postbestyrelser ere imidlertid berettigede til efter fœlles Overenskomst at fastsœtte et andet Omsœtningsforhold, naar Vexelkursen mellem de 2 Lande skulde gjöre et saadant Skridt fornödent.

3. Brokdele af en cent eller Belöb under 4 Øre tages ikke i Betragtning.

ARTIKEL 7.

Særlige Forskrifter.

1. Enhver Anvisning skal saavel for Afsenderens som for Adressatens Vedkommende angive det fulde Efternavn ogi det mindste Begyndelsesbogstavet til et af den Paagjoeldendes Fornavne; er Afsenderen, henholdsvis Addressaten, et firma eller Selskab, skal dettes Navn være angivet. Tillige skal Anvisningen indeholde en Angivelse, saavel af Afsenderens Adresse som af den Person eller det Firmas nöjaktige Addresse, til hvem Anvisningen skal betales.

2. Bestemmelsesposthuset skal angives med störst mulig Nöjagtighed, og ved Postanvisninger til de Forenede Stater tillige Navnet paa den Stat og om muligt paa den Kreds ("county"), hvori Bestemmelsesposthuset er beliggende.

ARTIKEL 8.

Duplikatanvisninger

1. Naar en Postanvisning bortkommer ved Fejlsendelse eller paa anden Maade, skal der paa derom indgiven skriftlig Begjoering fra adressaten kunne udstedes Duplikat af Anvisningen, hvilket Duplikat udfoerdiges of Udvexlingskontoret i Bestemmelseslandet.

2. Naar en saadan Begjoering fremsoettes af Adressaten, skal der gives Ørdre til, at den originale Postanvisning ikke maa udbetales.

ARTIKEL 9.

Rettelser af Fejl i Adressaters Navne.

Rettelser af Fejl i Adressaters Navne skulle paa Afsenderens Begjoering foretages af Udvexlingskontoret i Udstedelseslandet.

ARTIKEL 10.

Tilbagebetaling af Anvisninger.

1. Tilbagebetaling af en Postanvisning kan aldrig finde Sted, uden at der fra Udvexlingskontoret i det Land, hvar Anvisningen er betalbar, foreligger Meddelelse om, at Anvisningen ikke er bleven udbetalt.

2. At the close of each Quarter each Postal Administration shall draw up, in conformity with Form B, annexed, a List showing the particulars of all orders which it has been authorized to repay to the remitters. The total amount of such list, which is to be transmitted to the 2nd Revisions Department, shall be entered to the credit of such Administration in the account mentioned in Article 17.

ARTICLE 11.

Unpaid money-orders.

1. Money-orders which remain unpaid during twelve calendar months from the month of issue shall become void. The amounts of such money-orders shall accrue to and be at the disposal of the country of origin.

2. The Danish Office shall, therefore enter in the quarterly account, (Article XVII) to the credit of the United States, all money-orders entered in the Lists received from the United States which remain unpaid at the expiration of the period specified.

3. On the other hand, the Post-Office Department of the United States shall, at the close of each quarter, transmit to the Danish Office, for entry in the quarterly account, a detailed statement of all orders included in the Lists dispatched from the Danish Office which under this Article become void.

ARTICLE 12.

List of money-orders.

1. The two Offices of Exchange shall forward to each other by every mail a statement of the money-orders issued in the one country for payment in the other. Such statements are to be made out on Lists similar to Form A, annexed.

2. Money Orders issued in Denmark towards the end of June, and in the United States towards the end of March, and which are not received at the respective Offices of Exchange before the beginning of the following month, shall be entered and advised to the Office of Exchange of the country to which they are sent, on separate Lists dated the last day of the month in which the amounts were received.

3. When no money order amounts are received, a blank List shall be transmitted.

2. Efter hvert Kvartals Udlöb skal hver af de 2 Postbestyrelser affatte en i Overensstemmelse med vedföjede Formular B, udfoerdiget detailleret Fortegnelse over alle de Anvisninger, som den er bleven bemyndiget til at tilbagebetale til Afsenderne. Hoved summen af denne Fortegnelse, der indsendes til 2det Revisionsdepartement, krediteres vedkommende Postvoesen i den i Artikel 17 ommeldte Afregning.

ARTIKEL 11.

Uanbringelige Postanvisninger.

1. Anvisninger, der ikke ere udbetalte inden Udlöbet af 12 Kalendermaaneder efter den Maaned, hvori de ere udstedte, ere ugyldige. Belöbet af saadanne Anvisninger godskrives Afsendelseslandet og staar til dettes Disposition.

2. Den danske Postbestyrelse skal derfor i Kvartalsafregningen (Artikel 17.) kreditere de Forenede Stater Belöbet af alle de Postanvisninger, som findes opförtes paa Fortegnelserne fra de Forenede Stater som uindlöste ved Udgangen af vedkommende Tidsperiode.

3. Paa den anden Side skal de Forenede Staters Postdepartement ved Slutningen af hvert Kvartal oversende den danske Postbestyrelse til Optagelse i Kvartals-Afregningen en specificeret Opgjörelse over alle de Postanvisninger, der i Henhold til denne Artikel ere opförte som ikke udbetalte paa de fra det danske Postvœsen modtagne Fortegnelser.

ARTIKEL 12.

Postanvisningsfortegnelser.

1. De to Udvexlingskontorer skulle med hver afgaaende Post gjensidig tilstille hinanden Opgjörelser over de i hvert Land indbetalte til Udbetaling i det andet Land bestemte Postanvisninger. Hertil benyttes Fortegnelser, udfœrdigede i Overensstemmelse med vedföjede Formular A.

2. Postanvisninger, der udstedes i Danmark henimod Slutningen af Juni Maaned og i de Forenede Stater henimod Slutningen af Marts Maaned og som ikke indgaa til de vedkommende Udvexlingskontorer förend de förste Dage i den följende Maaned skulle optages i og meddeles Udvexlingskontoret i det Land, til hvilket de sendes, ved særskilte Tillœgsfortegnelser med Datum efter den sidste Dag i den Maaned, i hvilken Anvisningerne ere indbetalte.

3. Naar intet Anvisningsbelöb er indbetalt, afsendes en Vacat-Fortegnelse.

ARTICLE 13.

International numbers.

Every money-order or amount of a money-order, entered upon the Lists shall bear a number, to be called the "International number" commencing each month with No. 1.

ARTIKEL 13.

Internationalt Nummer.

Enhver Postanvisning saavelsom ethvert paa Fortegnelserne opført Postanvisningsbelöb, skal forsynes med it Löbenummer, der benœvnes "Internationalt Nummer." For hver Maaned begyndes mid No. 1.

ARTICLE 14.

Acknowledgment of receipt of Lists and duplicates of the same.

1. The receipt of each List shall be acknowledged, on either side, by means of the first subsequent List dispatched in the opposite direction; should a List fail to be received, the Exchange Office to which it should have been sent, shall immediately give notice thereof.

2. In such case the dispatching office of exchange, shall forward to the receiving office, without delay, a duplicate List duly certified as such.

ARTIKEL 14.

Anerkjendelse for Modtagelse af Fortegnelser samt Duplikater af disse.

1. Anerkjendelse for hver Fortegnelses Modtagelse skal fra hvert Lands Side meddeles paa den förste derefter i modsat Retning afsendte Fortegnelse; udebliver en Fortegnelse, skal det Udvexlingskontor, til hvilket den var bestemt, strax gjöre Anmeldelse derom.

2. I saadant Fald skal Afsendelseslandets Udvexlingskontor, uopholdelig tilstille Udvexlingskontoret i Bestemmelseslandet en Duplikatfortegnelse, der udtrykkelig betegnes som saadan.

ARTICLE 15.

Verification of Lists.

1. The Lists shall be examined by the receiving office of exchange, which shall correct them when they contain manifest errors.

2. The dispatching office of exchange shall be notified of the corrections made in the acknowledgment of the receipt of the corrected List.

3. Should the List contain other irregularities, the receiving exchange office shall demand an explanation from the dispatching exchange office, which shall furnish the same as speedily as possible.

4. Inland orders corresponding to the money-orders in which errors have been discovered shall not be issued until the errors have been corrected.

ARTIKEL 15.

Fortegnelsernes Revision.

1. Fortegnelserne skulle gjennemgaas omhyggeligt af det modtagende Udvexlingskontor, som har at rette dem, saafremt de maatte indeholde aabenbare Fejl.

2. Rettelserne skulle bringes til det afsendende Udvexlingskontors Kundskab samtidig med, at der meddeles Anerkjendelse for Modtagelsen af den rettede Fortegnelse.

3. Skulde Fortegnelsen indeholde andre Uregelmæssigheder, skal det modtagende Udvexlingskontor forlange en Erklæring af det afsendende Udvexlingskontor, hvilken dette har at afgive saa hurtigt som muligt.

4. For de Anbisningers Vedkommende med Hensyn til hvilke der findes Fejl i Angivelserne, paa Fortegnelserne, udfœrdiges de tilsvarende indenlandske Anvisninger först, naar Fejlene ere rettede.

ARTICLE 16.

Issue of inland orders.

So soon as a money order List shall have been received at the Exchange Office of the country of payment, that Office shall issue inland orders in favor of the payees, and for the amounts specified in the Lists, and shall forward such orders to the paying offices, or the payees, in conformity with the regulations in force in each country for the payment of inland orders.

ARTIKEL 16.

Udfœrdigelsen af indenlandske Postanvisninger.

Saasnart en Postanvisningsfortegnelse indgaar til Udvexlingskontoret i Bestemmelseslandet, udsteder dette Kontor indenlandske Postanvisninger til Adressaterne, lydende paa de paa Fortegnelsen opförte Belöb, hvilke Anvisninger tilstilles Adressaterne eller vedkommende Bestemmelsesposthus efter de Regler, der gjœlde i hvert af de 2 Lande for Besörgelsen af indenlandske Postanvisninger.

ARTICLE 17.

1. The Danish Office shall at the close of each quarter prepare an account showing:

1. The totals of the Lists which have been exchanged during the quarter between the two countries (Article 12) with the addition of the commission mentioned in Article 5.

2. The totals of the lists of money-orders which the post office of the country of origin has been authorized to repay to the remitters (Article 10).

3. The totals of the money-orders which in each country have remained unpaid (Article 11).

4. The balance, which the account shows in favor of the one or the other country.

2. Such account, which shall be drawn up in conformity with Form C, annexed, shall be transmitted, in duplicate, by the Danish Post Department to the Post Office Department of the United States, which shall return one copy duly accepted.

ARTIKEL 17.

Afregninger.

1. Det danske Postvæsen skal ved hvert Kvartals Slutning udfærdige en Afregning der angiver:

1. Hovedsummerne af de Fortegnelser, der i Kvartalets Löb ére blevne udvexlede mellem begge Lande (Artikel 12) med Tillæg af den ovenfor i Artikel 5 nævnte Afgift.

2. Hovedsummerne af Fortegnelserne over de Postanvisninger, som Afsendelseslandets Postvæsen er bleven bemyndiget til at tilbagebetale til Afsenderne. (Artikel 10.)

3. Hovedsummerne af de Postanvisninger, der i hvert af Landene henstaa som ikke udbetalte. (Artikel 11.)

4. Den Saldo, som Afregningen udviser for det ene eller det andet af de to Landes Postvæsen.

2. Denne Afregning, der udfærdiges i Overensstemmelse med ved hæftede Formular C, sendes i 2 Exemplarer af det danske Postvæsen til Postdepartementet for de Forenéde Stater, der tilbagesender det ene Exemplar forsynet med behörig Anerkjendelse.

ARTICLE 18.

Payment of balance.

1. When the quarterly account shows a balance in favor of the Danish office, the Post Office Department of the United States shall, within 14 days after the receipt of such account, and after the same has been duly examined and accepted, return one copy, and at the same time transmit to the Director General of the Danish Post Department a draft for the amount of the balance due, payable at Copenhagen. Receipt of such draft shall be acknowledged.

2. Should the quarterly account show a balance in favor of the Post Office Department of the United States, the latter, after proper examination and acceptance thereof, shall return one copy. Within 14 days after the receipt of such copy by the Danish Office it shall forward to the Post Office Department of the United States, a draft for the balance due, drawn in favor of the Postmaster-General, and payable at New York. Receipt of such draft shall be acknowledged.

3. The payment of the balance shall be always made in the money of the creditor country and without deduction, and all expenses in the matter shall be at the charge of the debtor country.

4. Should at any time, one of the Post Offices be the creditor of the other for *paid* money orders amounting to a total *exceeding* 20,000 kroner, the creditor

ARTIKEL 18.

Afregningernes Saldering.

1. Naar den fjerdingaarlige Afregning udviser en Fordring for det danske Postvæsen skal de nord-amerikanske Fristaters Postbestyrelse senest 14 Dage efter Afregningens Modtagelse og, efterat den er bleven behörig prövet og godkjendt, tilbagesende det ene Exemplar af den og samtidig oversende en paa Saldobeløbet lydende, til det danske Postvæsens Overbestyrelse betalbar Vexel paa Kjöbenhavn. Herefter tilstiller nævnte Overbestyrelse de nord-amerikanske Fristaters Postbestyrelse en Anerkjendelse for Vexlens Modtagelse.

2. Udviser Afregningen en Fordring for de nord-amerikanske Fristaters Postbestyrelse, tilbagesender denne, efter forudgaat behörig Prövelse og Godkjendelse af Afregningen, det ene Exemplar af denne Senest 14 Dage efterat dette Exemplar er modtaget af den danske Postbestyrelse, skal denne tilstille de nord-amerikanske Fristaters Postbestyrelse en paa Saldobeløbet lydende, til den nord-amerikanske General-Postmester betalbar Vexel paa New York, for hvis Modtagelse Anerkjendelse udstedes.

3. Saldoen skal altid uden Afkortning erlægges i det betalingsberettigede Lands Mönt, of alle Udgifter i den Anledning blive at udrede af det betalingspligtige Land.

4. Skule nogensinde det ene Postvæsens Tilgodehavende hos det andet for udbetalte Postanvisninger overskride et Beløb af 20,000 Kroner, er det vedkom-

office shall have the right to demand a provisional payment amounting to three-fourths of the sum due. In such case the payment shall take place immediately.

5. In the event of a balance of an account not being paid within the period specified under paragraphs 1 and 2 above, the amount of such balance shall be chargeable, with interest, from the date of such period, until the day of the transmission of the amount due. Such interest shall be computed at the rate of 5 per cent. per annum, and is to be entered in the accounts next following as a debit against the dilatory Administration.

ARTICLE 19.

Additional rules.

1. The Director General of Posts of each country shall have power to adopt additional rules for the greater security against fraud, or for the better working of the system generally, provided they do not conflict with any of the foregoing provisions.

2. All such additional rules, however, must be communicated to the Postmaster General of other country.

ARTICLE 20.

Power to increase commission, or to suspend issue of orders.

Should it appear that money-orders are used by merchants or other persons in Denmark, or the United States, for the transmission of large sums of money, the Danish Office, or the Post-Office Department of the United States as the case may be, may increase the commission upon money-orders, and shall have power to suspend for a time, or even wholly, the issue of money-orders.

ARTICLE 21.

Commencement and termination of Convention.

This Convention shall come into operation on the 1st of January 1888, and shall be terminable on a notice, by either party, of six calendar months.

Done in duplicate and signed at Washington, the eleventh day of November, 1887, and at Copenhagen, the twenty-ninth day of November 1887.

(signed) WM. F. VILAS,
Postmaster General of the United States.

[Seal of the Post-Office Department of the United States.]

mende Postvæsen berettiget til at fordre en Af betaling eller en midlertidig Saldering af indtil Tre Fjerdedele af det skyldige Beløb. I dette Tilfælde skal Betalingen strax finde Sted.

5. Hvis Betalingen af en Afregnings-Saldo ikke sker inden Beløbet af de oven for under 1 og 2 angivne Frister, skal Saldobeløbet forrentes fra den nævnte Tid indtil den Dag da det skyldidge Beløb sendes. Denne Rentes beregnes efter en Rentefod af 5 procent pro anno og debiteras i den nærmest følgende Afregning det Postvæsen, der ikke har erlægt Betalingen i rette Tid.

ARTIKEL 19.

Tillægsbestemmelser.

1. Chefen for hvert Lands Postbestyrelse har Ret til, for at tilvejebringe större Sikkerhed med Besvigelser eller för at lette Gjennemförelsen af Systemet i Almindelighed, at fastsoette Tillægsbestemmelser, der dog ikke maa stride mod oven staaende Bestemmelser.

2. Chefen for det andet Lands Postvæsens skal dog have Underretning om, at saadanne Tillægsbestemmelser ere givne.

ARTIKEL 20.

Ret til at forhöje Postanvisningsafgiften og til at suspendere. Udstedelsen af Postanvisninger.

Skulde det vise sig, at Postanvisninger benyttes af Handlende eller andre Personer i Danmark eller i de Forenede Stater til Forsendelse af större Summer skal henholdsvis den danske Postbestyrelse eller de Forende Staters Postdepartement kunne forhöje Postanvisningsafgiften og have Ret til for en Tid endog helt at suspendere Udstedelsen af Postanvisninger.

ARTICLE 21.

Konventionens Ikrafttræden og Varighed.

Denne Konvention træder i Kraft den 1ste Januar, 1888, og ophörer at gjælde, naar den fra en af Siderne opsiges med 6 Kalendermaaneders Varsel.

Udfærdiget i 2 Exemplarer og underskrevet i Washington, den Ellente i November, 1887, og i Kjöbenhaven, den ni og tyvende November, 1887.

(signed) LUND,
Chefen for det danske Postvæsens Overbestyrelse.

[Seal of the Director-General of Posts, Denmark.]

NOTE.—The following changes in the foregoing Convention have been mutually agreed to by the Postal Administrations of the two countries, by means of correspondence. [Letter from Copenhagen, July 9th, 1888; reply from Washington, July 27th, 1888.]

In the English text.

Art. 12, par. 1.—Between the words "statement" and "of" insert the words "in duplicate."

Art. 14, par. 1.—Change as follows: "Acknowledgment of the receipt of each "list shall be made by each country by "means of one of the copies received, at "the same time with the dispatch of the "next list forwarded in the opposite di-"rection; should a list fail to be received, "the Exchange Office to which it should "have been sent shall immediately give "notice thereof."

In the Danish text.

Art. 12, par. 1.—Between the words "opgjörelser" and "over" insert the words "i 2 exemplarer."

Art. 14, par. 1.—Change as follows: "Anerkjendelse for hver Fortegnelses "Modtagelse skal fra hvert Lands Side "meddeles paa det ene af de modtagne "Exemplarer samtidig med Afsendelsen "af den förste Fortegnelse i modsat Ret-"ning; udebliver en Fortegnelse, skal "det Udvexlingskontor, til hvilket den "er bestemt, strax gjöre Anmeldelse de-"rom."

COLONY OF NEWFOUNDLAND.

1889.

The Post Office Department of the United States of America and the Post Office Department of the Colony of Newfoundland, being desirous of establishing an exchange of Money Orders between the two countries, the undersigned, duly authorized for that purpose, have agreed upon the following Convention:

ARTICLE I.

The transfer of sums of money may be made by means of postal money orders from the Colony of Newfoundland to the United States, and from the United States to the Colony of Newfoundland.

ARTICLE II.

1. The money orders issued in the Colony of Newfoundland for payment in the United States, shall conform, as nearly as practicable, to model "A," hereto annexed, and the money orders issued in the United States for payment in the Colony of Newfoundland shall, in the same manner, conform to model "B," also hereto annexed.
2. Each money order shall be delivered to the remitter thereof to be forwarded by him at his own expense to the payee.
3. The filling up of the order, in writing, must be in the English language, and in Roman letters and Arabic numerals, without alteration or obliteration.
4. The maximum amount of each order is fixed at one hundred dollars.
5. No order shall contain a fraction of a cent.

ARTICLE III.

1. The service of the Postal Money Order System between the two countries shall be performed exclusively through the agency of offices of exchange. The office of exchange on the part of the United States shall be Bangor, Maine, and on the part of Newfoundland St. John's, Newfoundland.
2. Each of these offices of exchange shall, at the close of each week's business, make out in duplicate a certified list of all the money orders issued in its own country for payment in the other, the advices of which, received from its inland offices, shall have been stamped as genuine during such week. One copy of each of these lists shall be transmitted to the Superintendent of the Money Order System at Washington, D. C., and the other to the Postmaster General, St. John's, Newfoundland.
3. The above mentioned weekly lists when made out by the Newfoundland Exchange Office, shall conform to model "C", and when made out by the United States Exchange Office to model "D", both models being hereto annexed.
4. The weekly lists and also the entries shall be numbered consecutively throughout the fiscal year, beginning with number one on the first day of July, and ending with the last number included in the business of the year.
5. After the close of the quarter ending June 30th of each year supplementary lists may be sent, if occasion requires, containing an entry of every order issued during that quarter, the advices of which had not been previously certified.

6. Should it happen during any week that no advices of money orders have been received at an Exchange Office, a list must nevertheless be forwarded, but in such event, the words "No business" must be written across the list.

7. Each Department or Administration shall promptly acknowledge to the other the receipt of every list received from an Exchange Office in the other country, and shall, as soon after its receipt as possible, give notice of any errors which it may discover therein.

ARTICLE IV.

In the exchange of money orders between the two countries one dollar in Newfoundland money shall be taken as the equivalent of one dollar, one cent and fourtenths of a cent in United States money. This standard in either country shall be gold value. It is agreed that all differences in the value of money orders due to the difference in the moneys of the two countries, as established by this Article shall be adjusted by the Postal Administration of Newfoundland in the issue of money orders drawn upon the United States, and in the payment of money orders issued in the United States and drawn upon Newfoundland. In making such conversions a fraction shall be disregarded if it amount to less than half a cent; and one cent shall be added if the fraction amount to more than half a cent.

ARTICLE V.

1. A fee, to be fixed by the country of origin, shall be collected from the remitter upon each sum transmitted under this convention.

2. Each Administration shall communicate to the other the tariff or schedule of fees to be established by it under the provisions of this Article, and also any subsequent changes therein.

3. The person entitled to the payment of a money order issued in pursuance of this Convention shall not be subjected, under any pretext whatever, to any commission or tax on account of the payment of such order.

4. Each Postal Administration shall keep the fee which it receives for orders issued within its jurisdiction but shall pay to the other a commission of one half of one per centum upon the total amount of such orders and shall also refund to the Administration of the country of origin one half of one per centum on the amounts of all void orders and orders the repayment of which shall have been authorized.

ARTICLE VI.

1. Payment of a money order in pursuance of this Convention, can be exacted only at the paying post office named upon the order, but not until after the receipt by that office of the advice required by Article VIII hereof. But the Chief Office in either country may, at its discretion, cause a money order to be paid at an office other than that named upon the advice. Lists of such changes shall be sent to the Chief Office in the other country at such periods as may be mutually agreed upon between the two Administrations.

2. Each of the two Administrations reserves the right to authorize the transfer within its Territory by means of endorsements, of the ownership of orders originating in the Territory of the other.

ARTICLE VII.

1. The two Administrations shall designate, each for itself, the post offices which are authorized to issue and to pay money orders under the provisions of this Convention.

2. Each Administration shall furnish to the other before the first day of June, 1889, a list of the post offices within its jurisdiction authorized to issue and to pay such orders, and shall also promptly notify the other, in advance, of any changes that may subsequently be made in said list.

3. In the United States list shall be stated the County and State, and in the Newfoundland list the District in which each money-order office is located.

ARTICLE VIII.

1. A post office in either country, which issues a money order payable in the other, is required to transmit, by the first mail after the issue thereof, through the agency of the Exchange Office in the country in which the order originated, to the post office charged with its payment, an advice corresponding in number, date, and amount to the order of which it forms a part.

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2. Each Administration shall communicate to the other the tariff or schedule of fees to be established by it under the provisions of this Article, and also any subsequent changes therein.

3. The person entitled to the payment of a money order issued in pursuance of this Convention shall not be subjected, under any pretext whatever, to any commission or tax on account of the payment of such order.

4. Each Postal Administration shall keep the fee which it receives for orders issued within its jurisdiction but shall pay to the other a commission of one half of one per centum upon the total amount of such orders and shall also refund to the Administration of the country of origin one half of one per centum on the amounts of all void orders and orders the repayment of which shall have been authorized.

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2. Each of the two Administrations reserves the right to authorize the transfer within its Territory by means of endorsements, of the ownership of orders originating in the Territory of the other.

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1. The two Administrations shall designate, each for itself, the post offices which are authorized to issue and to pay money orders under the provisions of this Convention.

2. Each Administration shall furnish to the other before the first day of June, 1889, a list of the post offices within its jurisdiction authorized to issue and to pay such orders, and shall also promptly notify the other, in advance, of any changes that may subsequently be made in said list.

3. In the United States list shall be stated the County and State, and in the Newfoundland list the District in which each money-order office is located.

ARTICLE VIII.

1. A post office in either country, which issues a money order payable in the other, is required to transmit, by the first mail after the issue thereof, through the agency of the Exchange Office in the country in which the order originated, to the post office charged with its payment, an advice corresponding in number, date, and amount to the order of which it forms a part.

2. Each advice must express legibly, and in written characters, the following, to wit: (*a*) The name of the issuing office. (*b*) The name of the office where payment is to be made, and also of the State or Territory if payable in the United States, and if payable in the Colony of Newfoundland of the District where such office is located. (*c*) The amount which is to be paid to the owner of the order in the country of destination. (*d*) The surname and the given name or names, or at least the initials of the latter, as well as the residence of the remitter and also of the payee. It will be sufficient, however, for the purpose to make use, in case of a business house, of its business designation, and in case of a corporation or other organization, of the name of the manager, or authorized agent thereof.

3. Each advice from either country, if found correct, shall, in order to be valid, be stamped at the Exchange Office of the country of origin, with the date of its receipt at said office, and with a special number corresponding to that upon the lists described in Article III hereof.

4. The advices, after such stamping, shall be forwarded by the first mail after their receipt, in envelopes addressed to the postmaster of the office where payment is to be made.

5. The advices required by this Article shall, if issued in the Colony of Newfoundland, conform as nearly as practicable to model "A (1)", and if issued in the United States, to model "B (1)" both of which models are hereto annexed.

ARTICLE IX.

1. At the request of the paying office, a lost or missent advice will be replaced without delay by a duplicate thereof, to be issued by or through the agency of the Exchange Office which certified the original. The form of duplicate advice shall be prescribed by the Administration of the country in which the order originated, and such duplicate to be valid must bear the stamp of the Exchange Office.

2. Each application for a duplicate advice shall be made upon a blank conforming or analogous to model "E" hereto annexed, and must be forwarded to the Exchange Office in an envelope.

ARTICLE X.

The orders drawn by each country upon the other shall be subject, as regards payment, to the regulations which govern the payment of domestic orders in the country on which they are drawn.

ARTICLE XI.

1. The money orders issued in pursuance of this Convention shall be valid during a period of twelve months after the date of their issue.

2. After the expiration of that period the advice of an unpaid order shall be returned to the Administration of the country of origin, and the amount thereof shall be credited to and remain at the disposal of that Administration.

3. At the close of every month, each of the two Administrations shall forward to the other a detailed statement of all the orders which shall have become invalid during such month under this Article.

ARTICLE XII.

Orders lost or destroyed may be replaced by duplicates to be issued by the Administration of the country of payment.

ARTICLE XIII.

1. An order or a duplicate thereof, may be repaid to the remitter upon presentation at the issuing office, but only in case the corresponding advice is in the possession of the issuing postmaster. For this purpose, in case the advice has gone forward, it shall be returned by the paying to the issuing Administration upon the request of the latter.

2. The Administration of the country of origin will not therefore authorize repayment of lost, missent or destroyed orders until after the Administration of the country of destination shall have returned the advice, or shall have furnished a declaration that it has not paid the order, and will not pay it if presented.

3. The amounts of orders, the repayment of which shall have been authorized, shall be credited to the Administration of the country of origin, and for this purpose the Administration of the country of destination shall cause to be made out and

forwarded at the close of each fiscal quarter, a detailed list of the advices of all orders originating in the other country, the repayment of which shall have been authorized during the quarter.

ARTICLE XIV.

1. Within six weeks after the close of each fiscal-quarter, two copies of an account shall be prepared similar to model "F", hereto annexed, and transmitted to the Post Office Department of the United States by the Post Office Department of the Colony of Newfoundland, exhibiting the balance found due on the exchange of money orders during the quarter, one copy of which, after proper verification and acknowledgment shall be returned to the Post Office Department of the Colony of Newfoundland. If this verified account shows a balance in favor of the Post Office Department of the Colony of Newfoundland, that of the United States will upon the return of such verified copy of the quarterly account deposit the amount of such balance to the credit of the Post Office Department of Newfoundland in any bank or banking house in the City of New York, N. Y., designated by the Colony of Newfoundland to receive the same; such deposit to be made in United States money at the rate fixed by Article IV. of the present Convention. The latter will then send an acknowledgment of receipt to the Post Office Department of the United States. If on the other hand, said account, after verification and acknowledgment as aforesaid, shows a balance in favor of the Post Office Department of the United States then the Post Office Department of the Colony of Newfoundland will upon receipt of the certified copy of the same, transmit to that of the United States a bill of exchange for the amount thereof on London, England, drawn in sterling money and payable to the order of the Postmaster General of the United States. The balance due the United States in United States money, as shown by the account shall for such purpose be converted into Sterling money at the rate of Four dollars and eighty-seven cents to the Pound Sterling. The United States Post Office Department will then send in return an acknowledgment of receipt.

2. If pending the settlement of an account, one of the two Postal Administrations shall ascertain that it owes the other a balance exceeding One Thousand dollars, the indebted Administration shall promptly remit or deposit the approximate amount of such balance to the credit of the other.

3. The expense attending the remittance of bills of exchange shall invariably be borne by the Post Office Department by which the payment is to be made.

4. Payments may also be made by deposits of money in, or by drafts or bills of exchange on, places other than London and New York, by mutual agreement between the two Departments.

ARTICLE XV.

The paid orders shall remain in the possession of the Administration which shall have paid them, but each of the two Administrations agrees to place, temporarily, at the disposal of the other, any paid order, the return of which shall have been requested.

ARTICLE XVI.

The two Postal Administrations may, by mutual agreement, make modifications if found expedient, in matters of detail connected with the execution of the provisions of the present convention in order to provide for greater security against fraud, or for the better working of the international system.

ARTICLE XVII.

Each of the two Administrations is empowered under extraordinary circumstances, which may be of a nature to warrant the measure, to suspend temporarily the money order service between the two countries, provided, however, that notice of such suspension be given to the other Administration immediately, and, if deemed necessary, by means of the telegraph.

ARTICLE XVIII.

The present Convention shall take effect on the first day of July, 1889, and shall remain in force until one year after one of the two contracting parties shall have notified the other of its intention to terminate it. During such final year the Con-

vention shall continue to be fully and entirely executed, without prejudice to the adjustment and payment of the accounts after the expiration of the term in question.

Done in duplicate, and signed at Washington on the 10th day of April, in the year of our Lord One thousand eight hundred and eighty-nine, and at St. John's, Newfoundland, on the Thirtieth day of March, in the year of our Lord One thousand eight hundred and eighty nine.

(Signed) JOHN WANAMAKER,
Postmaster General of the United States.

[Seal of the Post Office Department of the United States.]

(Signed) JAMES OLIPHANT FRASER,
Postmaster General of Newfoundland.

[Seal of the General Post Office of Newfoundland.]

COLONY OF THE BAHAMAS.

1891.

The Post-Office Department of the United States of America and the postal administration of the colony of the Bahamas being desirous of establishing a system of exchange of money orders between the two countries, the undersigned, vested with the requisite authority for the purpose, have agreed upon the following articles:

ARTICLE 1.

There shall be a regular exchange of money orders between the United States and the Bahamas.

The maximum amount of each money order is fixed at ten pounds sterling when issued in the Bahamas; and when issued in the United States, at one hundred dollars in the money of the latter country.

No money order shall include a fractional part of a penny or of a cent.

The amount of each money order must be expressed in letters in the money of the country in which payment is to be made, and the equivalent of the money in the issuing country must also be shown in figures, at the rate of conversion fixed by Article 13 of the present convention.

ARTICLE 2.

The postal administration of the Bahamas shall have power to fix the rates of commission on all money orders issued in that colony, and the Post-Office Department of the United States shall have the same power in regard to all money orders issued in the latter country.

The Post-Office Department of the United States shall communicate, from time to time, to the postal administration of the Bahamas its tariff of charges or rates of commission which shall be established under this convention, and the postal administration of the Bahamas shall communicate, from time to time, to the Post-Office Department of the United States the tariff of charges or rates of commission which shall be established by the former under this convention, and these rates shall, in all cases, be payable in advance by the remitters, and shall not be repayable.

It is understood, moreover, that the postal administrations of the two countries are each authorized to suspend, temporarily, the exchange of money orders, in case the course of exchange, or any other circumstance, should give rise to abuses, or cause detriment to the postal revenue.

ARTICLE 3.

Each of the two countries included in this convention shall keep the commission charged on all money orders issued within its jurisdiction, but shall pay to the country to which such money orders are sent for payment one-half of one per cent on the amount of such orders.

ARTICLE 4.

The service of the postal money-order system between the post-offices of the United States on the one part and the post-offices of the Bahamas on the other part shall be

performed exclusively by the intermediary agency of offices of exchange. On the part of the United States the office of exchange shall be New York, New York, and on the part of the Bahamas the office of exchange shall be Nassau, New Providence.

Orders shall be drawn only on the authorized money-order offices of the respective countries included in this convention, and the Post-Office Department of the United States shall furnish to the postal administration of the Bahamas a list of such offices in the United States, and shall, from time to time, notify any addition to or change in such list; and the postal administration of the Bahamas shall furnish the Post-Office Department of the United States with a list of such offices in the Bahamas, and shall, from time to time, notify any addition to or change in such list.

Every money order and advice must contain the name of the post-office and of the country of destination, and, if payable in the United States, the name of the State in which such office is situated.

ARTICLE 5.

No money order shall be issued unless the applicant furnish the name and address of the person to whom the amount is to be paid, and his own name and address, or unless the name of the firm or company who are the remitters or the payees is given, together with the address of each.

The money orders issued in either country shall be forwarded by the remitters, at their own expense, to the payees.

ARTICLE 6.

The advices of all money orders drawn upon post-offices in the Bahamas by post-offices in the United States shall be sent to the office of exchange at New York, where they shall be examined and, if found correct, impressed with the dated stamp of that office and transmitted, by the next mail, to the exchange office at Nassau accompanied by a list thereof, in duplicate, which is to be drawn up in conformity with the model of Form A, hereto annexed.

The advices, on their arrival at Nassau, shall be compared with the entries in the list, and promptly dispatched to the respective paying offices.

In like manner, the advices of money orders drawn upon post-offices in the United States by post-offices in the Bahamas shall be sent to the office of exchange at Nassau, shall there be examined and, if found correct, impressed with the dated stamp of that office, and be dispatched to the office of exchange at New York, by the next mail, accompanied by a list thereof, in duplicate, which is to be drawn up in conformity with the model of Form B.

The advices on their receipt at New York shall be compared with the entries in the list, and promptly dispatched to the respective paying offices.

The advices of money orders issued in the United States in the month of December which may arrive at the office of exchange at New York in the earlier days of the following month shall be entered on lists supplementary to that of the last day of the month of December, and, in like manner, the advices of money orders issued in the Bahamas in the month of December which may arrive at the exchange office at Nassau in the earlier days of the following month shall be entered on lists supplementary to that of the last day of the month of December.

Each exchange office shall certify its money orders to the other on the lists, in amounts designated in the denominations of the money both of the dispatching and of the receiving country, at the rate of conversion established by Article 13, of this convention. The amount so converted shall be checked at the receiving office of exchange.

ARTICLE 7.

The lists dispatched from each office of exchange shall bear consecutive numbers commencing with No. 1, at the beginning of the month of January in each year; and the entries in these lists shall also have consecutive numbers.

Of each list dispatched a duplicate shall be sent, which duplicate, after being verified by the receiving office of exchange, shall be returned to the dispatching office of exchange.

Each office of exchange shall promptly communicate to the other the correction of any simple error which it may discover in the verification of the lists.

When the lists show irregularities which the receiving exchange office is not able to rectify, that office shall apply for an explanation to the dispatching exchange office, and such explanation shall be afforded without delay.

Should any list fail to be received in due course, the dispatching exchange office, on receipt of information to that effect, shall transmit, without delay, a duplicate of the list, duly certified as such.

ARTICLE 8.

Duplicate money orders shall be issued only by the postal administration of the country on which the original orders were drawn, and in conformity with the regulations established or to be established in that country.

ARTICLE 9.

Money orders issued in the United States on post-offices in the Bahamas, and money orders issued in the Bahamas on post-offices in the United States, shall be subject, as regards payment, to the regulations which govern the payment of money orders in the country on which they are drawn.

The paid money orders shall remain in the possession of the country of payment.

ARTICLE 10.

Repayment of money orders to the remitters shall not be made until an authorization for such repayment shall first have been obtained by the country of issue from the country where such orders are payable, and the amounts of the repaid money orders shall be duly credited to the former country in the quarterly account (Article 12). It is the province of each postal administration to determine the manner in which repayment to remitters is to be made.

ARTICLE 11.

Money orders which shall not have been paid within twelve calendar months from the month of their issue shall become void, and the sums received therefor shall accrue to and be at the disposal of the country of origin.

The postal administration of the Bahamas shall, therefore, enter to the credit of the United States Post-Office Department, in the quarterly account, all those money orders entered in the lists received from the United States which remain unpaid at the end of the period specified (Article 12).

On the other hand, the Post-Office Department of the United States shall, at the close of each month, transmit to the postal administration of the Bahamas, for entry in the quarterly account, a detailed statement of all money orders that are included in the lists dispatched from the latter country which under this article become void.

ARTICLE 12.

At the close of each quarter an account shall be prepared by the postal administration of the Bahamas showing, in detail, the totals of the lists containing the particulars of money orders issued in both countries during the quarter, and the balance resulting from such transactions.

Three copies of this account shall be transmitted to the Post-Office Department of the United States at Washington, and the balance, after proper verification, shall, if due by the United States Post-Office Department, be paid at Nassau, but if due by the postal administration of the Bahamas, the balance shall be paid at New York, and in either case in the money of the country to which the payment is made. By mutual agreement, however, between the Post-Office Department of the United States and the postal administration of the Bahamas, payments of balances may be made in money, or by drafts or bills of exchange on London, or other cities, instead of on Nassau and New York, at the rate of conversion fixed by Article 13 of this convention.

If, pending the settlement of an account, either the United States Post-Office Department on the one hand, or the postal administration of the Bahamas on the other, shall ascertain that the one owes the other a balance exceeding five thousand dollars, the indebted administration shall promptly remit an approximate amount of such balance to the credit of the other; but, when the indebtedness is less than five thousand dollars, nothing herein contained shall prevent the debtor administration from remitting any part of such indebtedness at discretion.

The quarterly account, and the letters which accompany the remittances of approximate balances, shall be drawn up in accordance with the Forms "C," "D," "E," "F," "G," and "H," annexed to this convention.

ARTICLE 13.

Until the postal administrations of the United States and the Bahamas consent to an alteration, it is agreed that in all matters of account, relative to money orders, which shall result from the execution of the present convention, the pound sterling

of Great Britain shall be considered as equivalent to four dollars and eighty-seven cents of the money of the United States.

ARTICLE 14.

The postal administration in each of the two countries is authorized to adopt any additional rules (if not repugnant to the foregoing) for greater security against fraud, or for the better working of the system generally.

All such additional rules, however, adopted by the postal administration of either country, must be promptly communicated to the postal administration of the other.

ARTICLE 15.

This convention shall take effect on the first day of July, one thousand eight hundred and ninety-one, and shall continue in force until the expiration of a period of one year after the date upon which either of the contracting parties shall have notified the other of its intention to terminate the same.

Done in duplicate, and signed in Washington on the eighth day of April, in the year of our Lord 1891, and in Nassau on the twenty-eighth day of March, in the year of our Lord 1891.

(Signed) JOHN WANAMAKER,
Postmaster-General of the United States.

[SEAL.] (Signed) A. SHEA,
Governor of the Bahamas.

COLONY OF TRINIDAD AND TOBAGO.

1891.

The Post-Office Department of the United States of America and the Governor of the Colony of Trinidad and Tobago, being desirous of establishing a system of exchange of money orders between the two countries, the undersigned, duly authorized for that purpose, have agreed upon the following articles:

ARTICLE I.

There shall be a regular exchange of money orders between the United States and the colony of Trinidad and Tobago.

The maximum amount of each order is fixed at twenty pounds (£20) sterling when issued in the colony of Trinidad and Tobago, and when issued in the United States at one hundred dollars ($100) in the money of the latter country.

No money order shall include a fractional part of a penny or of a cent.

The amount of each order must be expressed in letters in the money of the country in which payment is to be made, and the equivalent of this amount in the money of the issuing country must also be shown in figures at the rate of conversion fixed by Article XIII of the present convention.

ARTICLE II.

The governor in the executive council of the colony of Trinidad and Tobago shall have power to fix the rates of commission on all money orders issued in the said colony, and the Post-Office Department of the United States shall have the same power in regard to all money orders issued in the United States.

The postal administration of the United States shall communicate to the postal administration of the colony of Trinidad and Tobago its tariff of charges or rates of commission which shall be established from time to time under this convention, and the postal administration of the colony of Trinidad and Tobago shall make known to the postal administration of the United States the tariff of charges or rates of commission which shall be established in that colony from time to time under this convention; and these rates shall in all cases be payable in advance by the remitters and shall not be repayable.

It is understood, moreover, that the postal administration of the United States and that of the colony of Trinidad and Tobago are each authorized to suspend temporarily the exchange of money orders in case the course of exchange or any other circumstance should give rise to abuses or cause detriment to the postal revenue.

ARTICLE III.

Each of the two countries shall keep the commission charged on all money orders issued within its jurisdiction, but shall pay to the country to which such money orders are sent one-half of one per cent on the amount of the said orders.

ARTICLE IV.

The service of the postal money-order system between the United States, on the one part, and the colony of Trinidad and Tobago, on the other part, shall be performed exclusively by the agency of two offices of exchange. On the part of the United States the office of exchange shall be New York, and on the part of the colony of Trinidad and Tobago the office of exchange shall be Port of Spain.

Orders shall be drawn only on the money-order offices authorized to transact international money-order business for the two countries, and the postal administration of the United States shall furnish to the postal administration of the colony of Trinidad and Tobago a list of such offices in the United States, and shall from time to time give notice of any addition to or change in said list; and the postal administration of the colony of Trinidad and Tobago shall furnish the postal administration of the United States with a list of offices authorized to transact international money-order business for that colony, and shall from time to time give notice of any addition to or change in such list.

Every order and advice must contain the name of the office and of the country of destination, and if relating to an order payable in the United States, the name of the State or Territory in which such office is situated.

ARTICLE V.

No money order shall be issued unless the applicant furnish the name and address of the person to whom the amount is to be paid and his own name and address, or the name of the firm or company who are the remitters or the payees, together with the addresses of each.

The money orders issued in either the colony or the United States shall be forwarded by the remitters at their own expense to the payees.

ARTICLE VI.

The advices of all money orders issued by post-offices in the United States for payment in the colony of Trinidad and Tobago shall be sent to the office of exchange at New York, where they shall be examined, and if found correct, impressed with the dated stamp of that office and transmitted by the next mail to the exchange office at Port of Spain, accompanied by a list in duplicate drawn upon the model of Form "A."

These advices on their arrival at Port of Spain shall be compared with the entries on the list and afterwards dispatched to the paying offices.

In like manner the advices of money orders issued by post-offices in the colony of Trinidad and Tobago for payment in the United States shall be sent to the exchange office at Port of Spain, where they shall be examined, and, if found correct, impressed with the dated stamp of that office, and be dispatched, accompanied by a list in duplicate (Form "B") to the office of exchange at New York by the next mail.

These advices on their receipt at New York shall be compared with the entries on the list, and afterwards dispatched to the paying offices.

The advices of orders issued in the United States in the month of September, which may arrive at the office of exchange at New York in the earlier days of the following month, shall be entered on lists supplementary to that of the last day of the month of September, and, in like manner, the advices of orders issued in the colony of Trinidad and Tobago in the month of June, which may arrive at the exchange office at Port of Spain in the earlier days of the following month, shall be entered on lists supplementary to that of the last day of the month of June.

Each exchange office shall certify its orders to the other on the lists, in amounts designated in the denominations of the money both of the dispatching and of the receiving country at the rate of conversion established by Article XIII of this convention. The amounts so converted shall be checked at the receiving office of exchange.

ARTICLE VII.

The lists dispatched from each office of exchange shall be numbered consecutively, commencing with No. 1, at the beginning of the month of July in each year; and the entries on these lists shall also have consecutive numbers.

Of each list dispatched a duplicate shall be sent by the following mail, which duplicate, after having been verified by the receiving office of exchange, shall be returned to the dispatching office of exchange.

Each office of exchange shall promptly communicate to the other the correction of any simple error which it may discover in the verification of the lists.

When the lists show irregularities which the receiving exchange office is not able to rectify, that office shall apply for an explanation to the dispatching exchange office, and such explanation shall be afforded without delay.

Should any list fail to be received in due course, the dispatching exchange office, on receiving information to that effect, shall transmit without delay a triplicate of the list duly certified as such.

ARTICLE VIII.

Duplicate orders shall only be issued by the postal administration of the country on which the original orders were drawn, and in conformity with the regulations established, or to be established, in that country.

ARTICLE IX.

The orders drawn in the United States on the colony of Trinidad and Tobago, or in that colony on the United States, shall be subject, as regards payment, to the regulations which govern the payment of money orders in the country on which they are drawn.

The paid orders shall remain in the possession of the country of payment.

ARTICLE X.

Repayment of orders to remitters shall not be made until an authorization for such repayment shall first have been obtained by the country of issue from the country where such orders are payable, and the amounts of the repaid orders shall be duly credited to the former country in the quarterly account (Article XII). It is the province of each postal administration to determine the manner in which repayment to remitters is to be made.

ARTICLE XI.

Orders which shall not have been paid within twelve calendar months from the date of issue shall become void, and the sums received therefor shall accrue to and be at the disposal of the country of origin.

The postal administration of the colony of Trinidad and Tobago shall, therefore, enter to the credit of the postal administration of the United States, in the quarterly account, all money orders entered in the lists received from the United States which remain unpaid at the end of the period specified (Article XII); and shall also transmit at the end of each quarter, to the postal administration of the United States, a list on Form "H," showing the particulars of orders of United States origin which, under the foregoing paragraph, have become void.

On the other hand, the postal administration of the United States shall, at the close of each quarter, transmit to the postal administration of the colony of Trinidad and Tobago, for entry in the quarterly account, a detailed statement of all orders included in the lists dispatched from the latter country which under this article become void. For such statement Form "I," hereto annexed, shall be used.

ARTICLE XII.

At the close of each quarter an account shall be prepared at the post-office of Port of Spain, showing in detail the totals of the lists containing the particulars of orders issued in the United States on the one part, and in the colony of Trinidad and Tobago on the other part, during the quarter, and the balance resulting from such transactions.

Three copies of this account shall be transmitted to the Post-Office Department of the United States at Washington, and the balance, after proper verification, shall, if due by the Post-Office Department of the United States, be paid at Port of Spain, but if due by the postal administration of the colony of Trinidad and Tobago, it shall be paid at New York, and in the money of the country to which the payment is made.

Payments may also be made in money, or by drafts, or by bills of exchange on points other than Port of Spain and New York by mutual agreement between

the Post-Office Department of the United States and the governor of the colony in his executive council.

If, pending the settlement of an account, either the postal administration of the United States on the one part, or the postal administration of the colony of Trinidad and Tobago on the other part, shall ascertain that the one owes the other a balance exceeding five thousand dollars ($5,000), the indebted administration shall promptly remit the approximate amount of such balance to the credit of the other; but nothing herein contained shall prevent such administration from remitting a lesser amount than five thousand dollars ($5,000) at discretion.

This account, and the letters which accompany such intermediate remittances, shall be in accordance with the Forms "C," "D," "E," "F," and "G" annexed to this convention.

ARTICLE XIII.

Until the postal administration of the United States and that of the colony of Trinidad and Tobago shall consent to an alteration, it is agreed that in all matters of account relative to money orders which shall result from the execution of the present convention, the pound sterling of Great Britain shall be considered as equivalent to four dollars and eighty-seven cents of the money of the United States.

ARTICLE XIV.

The postal administration of the United States and that of the colony shall be authorized to adopt any additional rules (if not repugnant to the foregoing) for greater security against fraud, or for the better working of the system generally. All such additional rules, however, must, if adopted by the United States, be promptly communicated to the postal administration of the colony of Trinidad and Tobago, and, if adopted by the governor of that colony in council, be promptly communicated to the postal administration of the United States.

ARTICLE XV.

The present convention shall take effect on the first day of January, 1892, and shall continue in force until twelve months after either of the contracting parties shall have notified the other of its intention to terminate the same.

Done in duplicate and signed at Washington on the twenty-third day of October, in the year of our Lord 1891, and at Port of Spain on the eighteenth day of September, in the year of our Lord 1891.

[SEAL.] (Signed) JNO. WANAMAKER,
Postmaster-General of the United States.

[SEAL.] (Signed) F. NAPIER BROOME,
Governor of the Colony of Trinidad and Tobago.

AUSTRIA AND HUNGARY.

1892.

ARTICLE I.

There shall be a regular exchange of post-office money orders between the Austro-Hungarian Monarchy and the United States of America.

ARTICLE II.

The money-order service between the contracting countries shall be performed exclusively by the agency of offices of exchange. On the part of Austria, the office of exchange shall be Vienna; on the part of Hungary, Buda-Pesth; and on the part of the United States, New York, N. Y.

ARTICLE III.

In all transactions which may occur under this convention, the French currency (francs and centimes) shall be employed.

ARTICLE IV.

The maximum amount for which a money order may be drawn in the United States for payment in the Austro-Hungarian Monarchy shall be one hundred dollars, or the equivalent thereof in French money, at the rate of conversion adopted by the United States Post-Office Department, under the authority granted in paragraph 3 of article 6 of this convention; and the maximum amount for which a money order may be issued in the Austro-Hungarian Monarchy for payment in the United States shall be five hundred francs.

ARTICLE V.

All payments for money orders, whether to or by the public, if not in gold coin, shall be made to the nearest practicable equivalent.

ARTICLE VI.

Deposits of Austro-Hungarian money made by remitters in Austria or in Hungary, for payment in the United States, shall be converted at the exchange office of Vienna, or of Buda-Pesth, as the case may be, into francs and centimes, in accordance with the value of the piece of 20 francs in gold, fixed by the Vienna or Buda-Pesth bourse on the day on which the orders are advised to the United States.

The conversion into United States money of the sums advised in francs and centimes by the Vienna or Buda-Pesth offices to the New York office shall be effected by the New York office, at rates to be fixed by the Post-Office Department of the United States, and such rates shall be communicated to the ministers of commerce at Vienna and at Buda-Pesth.

On the other hand, the amounts of money orders drawn in the United States for payment in Austria or in Hungary, shall be expressed in francs and centimes (the conversion from United States money into French money being made at a rate to be fixed by the Post-Office Department of the United States).

Upon the arrival at the exchange offices of Vienna and Buda-Pesth, respectively, of the lists dispatched by the exchange office of New York, the amounts of money orders advised in such lists shall be converted by the receiving exchange offices into Austro-Hungarian money, in accordance with the value of the 20-franc piece in gold, as quoted by the Vienna or Buda-Pesth bourse, respectively, on the day of the receipt of the list in question.

ARTICLE VII.

The Ministries of Commerce of Austria and of Hungary, and the Post-Office Department of the United States shall, each, have the power to fix, from time to time, the rates of commission to be charged on all money orders they may respectively issue. They will communicate to each other the fees which they shall have established, and the changes they may subsequently make therein.

The commission shall belong to the issuing administration, but the Postal Administrations of Austria and of Hungary shall pay to the Post-Office Department of the United States one-half of one per centum (½ per cent) on the amount of money orders issued in Austria or in Hungary and payable in the United States, and the Post-Office Department of the United States shall make a like payment to the Postal Administrations of Austria and of Hungary for money orders issued in the United States and payable in Austria or in Hungary.

ARTICLE VIII.

In the payment of money-orders to the public no account shall be taken of any fraction of a cent, or of a kreutzer.

ARTICLE IX.

No money order shall be issued unless the applicant furnish, in full, the surname, and, at least, the initial of one given name, both of the remitter and of the payee, or the name of the firm or company who are the remitters or payees, together with the exact address of the person, or firm, to whom the money is to be paid, and the address of the remitter.

ARTICLE X.

In the event of a money order miscarrying, or being lost, a duplicate shall be granted, without additional charge, on a written application from the payee (which

application shall contain the necessary particulars), to the Chief Money-Order Office of the country in which the original order was payable.

On the receipt of an application (containing the same particulars) from the remitter instructions shall be given to stop payment of a money order.

ARTICLE XI.

When it is desired that any error in the name or address of a payee shall be corrected, or that the amount of a money-order shall be repaid to the remitter, application must be made by the remitter to the Chief Money-Order Office of the country in which the order was issued.

ARTICLE XII.

Repayment of a money order shall not, in any case, be made until it has been ascertained, through the Chief Money-Order Office of the country where such order is payable, that the order has not been paid.

At the end of every month each Postal Administration shall show, in a list, similar to Form C, annexed, the particulars of all orders which it has been authorized to repay to the original remitters, and the total amount of such list (which, when prepared by the Postal Administration of the United States, shall be transmitted to the Minister of Commerce of Austria), shall be entered to the credit of such administration in the account mentioned in Article XIX of this convention.

ARTICLE XIII.

Money orders shall be payable in the United States for twelve (12) months, and in Austria or Hungary, for three (3) months after the month of issue.

The amounts of all money orders which may remain unpaid at the expiration of the terms mentioned in the first paragraph of this article shall revert to and remain at the disposal of the country of issue.

The Austrian office shall, therefore, enter in the quarterly account (Article XIX), to the credit of the United States, all money orders entered in the lists received from the United States, which remain unpaid at the end of the period specified.

On the other hand the Post-Office Department of the United States shall, at the close of each month, transmit to the Austrian office, for entry in the quarterly account, a detailed statement of all orders included in the lists dispatched from the Austrian or Hungarian office, which, under this article, become void.

ARTICLE XIV.

Each office of exchange shall communicate to its corresponding office, by every outgoing mail, the sums received in each of the respective countries for payment in the other. They shall use for this purpose a list similar to the Form A, hereto annexed, which list shall always be made out in duplicate, in copying ink.

Money orders issued in either of the contracting countries towards the end of December, and not reaching the respective offices of exchange until the first days of the following month, shall be entered and communicated to the office of exchange of the country to which they are sent, on separate lists, supplementary to the ordinary list, dated the last day of the month of December. A blank list shall be transmitted, in case there are no orders to advise.

ARTICLE XV.

The lists shall bear consecutive numbers, commencing with the calendar year, and ending with it.

The orders inscribed in the lists shall also be consecutively numbered, the series of numbers (to be known as the international numbers) to commence with each month, on the part of Austria-Hungary, and with each calendar year on the part of the United States.

ARTICLE XVI.

The receipt of each list shall be acknowledged on each side by means of the first subsequent list forwarded in the opposite direction, and any list which may fail to reach its destination shall be immediately applied for by the exchange office to which it should have been sent. The dispatching exchange office shall in such case transmit, without delay, to the receiving exchange office, a duplicate of the missing list certified as such.

ARTICLE XVII.

The lists shall be carefully verified by the respective receiving exchange offices, and corrected when they contain simple errors.

The corrections shall be communicated to the respective dispatching exchange offices in the acknowledgment of the receipt of the list in which the corrections were made.

When the list contains errors or irregularities which can not be corrected without consultation with the exchange office of the country of origin, the receiving exchange office shall request explanation from the dispatching exchange office, which latter office shall give such explanation with as little delay as possible.

In the meantime the issue of internal money orders relating to the entries on the list, found to be irregular, shall be suspended. One copy of each exchange list shall be returned by the receiving exchange office to the dispatching exchange office, but before returning such copy the receiving exchange office shall enter therein the names of the respective offices of payment of the orders enumerated in the list, and, in the lists from the United States returned by the Austrian or Hungarian office the latter office shall also enter the amount of each order in Austrian or Hungarian money, according to the conversion made by it.

ARTICLE XVIII.

As soon as the list shall have reached the receiving exchange office that office shall prepare internal money orders in favor of the payees for the equivalents in the money of the country of payment, of the amounts specified in the list, and shall forward such internal orders to the respective payees, or to the paying offices (as the case may be), in conformity with the regulations existing in each country, respectively, governing the payment of money orders.

ARTICLE XIX.

The administration of Austria shall, at the close of every quarter, prepare an account showing:

1st. The totals of the lists of the quarter which have been exchanged between the contracting countries, with the addition of the commission mentioned in article VII.

2d. Lists of money orders which the postal administration of the country of origin has been authorized to repay to the remitter (article XII).

3d. Lists of money orders which have not been paid within the respective periods specified in article XIII of this convention.

4th. The balance which, in conformity with the account, has to be paid by either postal administration.

ARTICLE XX.

Such account, which shall be in conformity with Forms B, C, D, and E, hereto annexed, shall be transmitted, in duplicate, by the Austrian office to the Post-Office Department of the United States, which shall return one copy of the account duly accepted.

ARTICLE XXI.

When the postal administrations of Austria and of Hungary have to pay to the Post-Office Department of the United States the balance shown by the general account, the Vienna office shall pay such balance at the same time that it transmits the general account, and when the balance shown by the said general account is payable by the United States Post-Office Department, the latter shall transmit to the Vienna office the amount of the said balance within ten (10) days after being notified by its accounting officer that the said balance has been found correct and accepted.

When the balance, as shown in francs and centimes, in the general account is to the credit of Austria and Hungary, it shall be payable, by means of bills of exchange drawn on Paris, and when the balance shown in the general account is to the credit of the United States it shall be payable, by means of bills of exchange on Paris, in favor of the director general of posts and telegraphs of France, and transmitted to the French postal administration, with a request that the amount thereof be placed to the credit of the postal administration of the United States on account of the exchange of money orders between the United States and France.

If, pending the settlement of an account, one of the contracting countries shall ascertain that it owes the other a balance exceeding 50,000 francs, the indebted admin-

which may arrive at the office of exchange at New York in the earlier days of the following month shall be entered on lists supplementary to that of the last day of the month of June, and in like manner the advices of money orders issued in British Guiana in the month of June which may arrive at the exchange office at Georgetown in the earlier days of the following month shall be entered on lists supplementary to that of the last day of the month of June.

Each exchange office shall certify its money orders to the other on the lists, in amounts designated in the denominations of the money both of the dispatching and of the receiving country, at the rate of conversion established by article 13 of this convention. The amounts so converted shall be checked at the receiving office of exchange.

ARTICLE 7.

The lists dispatched from each office of exchange shall bear consecutive numbers, commencing with No. 1, at the beginning of the month of July in each year, and the entries in these lists shall also have consecutive numbers.

Of each list dispatched a duplicate shall be sent, which duplicate, after being verified by the receiving office of exchange, shall be returned to the dispatching office of exchange.

Each office of exchange shall promptly communicate to the other the correction of any single error which it may discover in the verification of the lists.

When the lists show irregularities which the receiving exchange office is not able to rectify, that office shall apply for an explanation to the dispatching exchange office, and such explanation shall be afforded without delay.

Should any list fail to be received in due course the dispatching exchange office, on receipt of information to that effect, shall transmit, without delay, a duplicate of the list duly certified as such.

ARTICLE 8.

Duplicate money orders shall be issued only by the postal administration of the country on which the original orders were drawn, and in conformity with the regulations established, or to be established, in that country.

ARTICLE 9.

Money orders issued in the United States on post-offices in British Guiana and money orders issued in British Guiana on post-offices in the United States shall be subject, as regards payment, to the regulations which govern the payment of money orders in the country on which they are drawn.

The paid money orders shall remain in the possession of the country of payment.

ARTICLE 10.

Repayment of money orders to remitters shall not be made until an authorization for such repayment shall first have been obtained by the country of issue from the country where such orders are payable, and the amounts of the repaid money orders shall be duly credited to the former country in the quarterly account (article 12). It is the province of each postal administration to determine the manner in which repayment to remitters is to be made.

ARTICLE 11.

Money orders which shall not have been paid within twelve calendar months from the month of their issue shall become void, and the sums received therefor shall accrue to and be at the disposal of the country of origin.

The postal administration of British Guiana shall, therefore, enter to the credit of the United States Post-Office Department, in the quarterly account, all those money orders entered in the lists received from the United States which remain unpaid at the end of the period specified (article 12).

On the other hand, the Post-Office Department of the United States shall, at the close of each month, transmit to the postal administration of British Guiana, for entry in the quarterly account, a detailed statement of all money orders that are included in the lists dispatched from the latter country which, under this article, become void.

ARTICLE 12.

At the close of each quarter an account shall be prepared by the postal administration of British Guiana showing, in detail, the totals of the lists containing the particulars of money orders issued in both countries during the quarter and the balance resulting from such transactions.

Three copies of this account shall be transmitted to the Post-Office Department of the United States at Washington, and the balance, after proper verification, shall, if due by the United States Post-Office Department, be paid at Georgetown, but, if due by the postal administration of British Guiana, the balance shall be paid at New York, and in either case in the money of the country to which the payment is made. By mutual agreement, however, between the Post-Office Department of the United States and the postal administration of British Guiana payment of balances may be made in money, or by drafts, or bills of exchange on London or other cities, instead of on Georgetown and New York, at the rate of conversion fixed by article 13 of this convention.

If, pending the settlement of an account, either the United States Post-Office Department on the one hand or the postal administration of British Guiana on the other, shall ascertain that the one owes the other a balance exceeding $5,000, the indebted administration shall promptly remit an approximate amount of such balance to the credit of the other; but when the indebtedness is less than $5,000 nothing herein contained shall prevent the debtor administration from remitting any part of such indebtedness at discretion.

The quarterly account, and the letters which accompany the remittances of approximate balances, shall be drawn up in accordance with the forms "C," "D," "E," "F," "G," and "H" annexed to this convention.

ARTICLE 13.

Until the postal administrations of the United States and British Guiana consent to an alteration it is agreed that in all matters of account relative to money-orders which shall result from the execution of the present convention the pound sterling of Great Britain shall be considered as equivalent to four dollars and eighty-seven cents of the money of the United States.

ARTICLE 14.

The postal administration of each of the two countries is authorized to adopt any additional rules (if not repugnant to the foregoing) for greater security against fraud or for the better working of the system generally.

All such additional rules, however, adopted by the postal administration of either country must be promptly communicated to the postal administration of the other.

ARTICLE 15.

This convention shall take effect on the first day of October, one thousand eight hundred and ninety-two, and shall continue in force until the expiration of a period of one year after the date upon which either of the contracting parties shall have notified to the other its intention to terminate it.

Done in duplicate, and signed at Washington on the twenty-fifth day of May in the year of our Lord eighteen hundred and ninety-two.

[SEAL.] (Signed), JNO. WANAMAKER,
Postmaster-General of the United States.

[SEAL.] (Signed) JULIAN PAUNCEFOTE,
H. B. M. Minister.

GRAND DUCHY OF LUXEMBURG.

1892.

The undersigned, duly authorized for the purpose, have concluded the following convention for the exchange of postal money-orders between the United States of America and the Grand Duchy of Luxemburg.

ARTICLE 1.

There shall be established between the United States of America and the Grand Duchy of Luxemburg a regular exchange of postal orders. This exchange is to be effected by the Exchange Offices which each of the two Administrations shall have designated for this purpose, and which Exchange Offices shall notify each other by means of lists of orders for payment.

ARTICLE 2.

The amount of the orders shall always be expressed in the money of the country where payment is to be made.

ARTICLE 3.

1. No order payable in the United States shall exceed the amount of one hundred dollars, and no order payable in the Grand Duchy of Luxemburg shall exceed an amount in francs equivalent to that sum.
2. Fractions of a cent, or of a demi decime, are not to be introduced into the amount of an order.

ARTICLE 4.

Payment of the amount of orders is to be effected in money of metallic value of the country of destination. This payment can also be effected in either country in paper money which is a legal tender therein. In that event, account is always to be taken of the difference of value if there be any.

The Postal Administration of the United States reserves the right to declare transferable, within its territory, by means of endorsement, the ownership of orders originating in the Grand Duchy of Luxemburg.

ARTICLE 5.

Each of the two Administrations is at liberty to fix at any time, the rate of conversion of the amounts payment of which is to be made in the other country.

The two Administrations will communicate to each other the rate of exchange or of conversion fixed by them, as well as the changes which they may make therein.

ARTICLE 6.

1. Each of the two Administrations shall fix the fees charged upon orders issued in its own country and payable in the other.
2. This fee shall not, however, exceed one and one-half per cent upon the amounts constituting the divisions in the schedule of fees.
3. The two Administrations will communicate to each other the fees which they shall have established and the changes which they may subsequently make therein.
4. The postal orders and the receipts given upon such orders, as well as the receipts to be delivered to the remitters, shall not be subjected at the expense of the remitters or the payees of the amounts to any charge or tax whatsoever, in addition to the fees to be received by virtue of Sections 1 and 2 above.

ARTICLE 7.

The Postal Administration by which the money orders are issued shall credit the Administration of the country of payment with the total amount of the orders which it has certified to the latter, in addition to one-half of one per cent on the difference between the total amount of the orders certified and the amount of void and repaid orders.

ARTICLE 8.

1. The sums converted into postal orders are guaranteed to the remitters until they shall have been regularly paid to the payees, or to the representatives of the latter, or shall have been refunded to the remitters.

2. The sums received by each Administration in exchange for postal orders, the amounts of which shall not have been claimed by the persons entitled to payment before the expiration of the periods fixed by the laws or the regulations of the country of origin become the absolute property of the Administration which has issued the orders.

ARTICLE 9.

At the end of each quarter the Postal Administration of Luxemburg shall prepare an account comprising all the sums paid by the offices of the two countries and the credits to be given under each head, in conformity with Article 7, above mentioned, as well as a statement of the orders refunded by each Administration.

ARTICLE 10.

The Postal Administration of the United States shall examine this account, correct it, if necessary, and, if it is found to be the debtor, shall transmit the balance due within fifteen days, at the latest, after its receipt to the Administration of Posts of Luxemburg.

If the account shows a balance to the credit of the Administration of the United States of America, the Postal Administration of Luxemburg shall transmit the amount thereof to the former within fifteen days, at the latest, after receipt of notice of acceptance, or of correction of the account.

2. The balance must always be paid in the money of metallic value of the country to which it is found due, by means of a bill of exchange on Paris or on New York as the case may be.

3. The expenses which may result from the payment of balances must always be borne by the Administration by which payment is made.

ARTICLE 11.

To ascertain the amount to be paid, the smaller credit is to be converted into the money of the country which has the larger credit, and is to be deducted from the latter credit. This conversion is to be effected according to the average rate of exchange at New York, during the quarter to which the account pertains, if the balance is to the credit of Luxemburg, and according to the average rate of exchange at Luxemberg during such quarter if the balance is to the credit of the Postal Administration of the United States.

ARTICLE 12.

Whenever, during the course of a quarter, it is found that the amount of orders drawn upon either of the two Administrations exceeds by Five Thousand Dollars or Twenty-five Thousand Francs the amount of orders drawn upon the other Administration, the latter shall send to the former, the proximate amount of the ascertained difference in a round sum, as a payment on account, by means of bills of exchange, under the conditions prescribed in Article 10.

ARTICLE 13.

1. The form and the conditions of issue of postal orders in each country are subject to the regulations in force in the country of origin.

2. The form, as well as the conditions for payment of postal orders, including those relating to the suspension of payment, the renewing of orders, the issue of duplicates, and other matters concerning payment, are subject to the regulations in force in the country of destination.

ARTICLE 14.

1. Each Administration is authorized to suspend, temporarily, the interchange of postal orders whenever the course of exchange or any other circumstance may give rise to abuses or cause detriment to the revenues.

2. Notice of action of this nature must be communicated, immediately to the other Administration, and, if deemed necessary, by means of the telegraph.

ARTICLE 15.

The Postal Administrations of the two countries shall have power, by mutual agreement, to arrange detailed regulations for the execution of the present convention and to modify them at any time, according to the requirements of the service.

ARTICLE 16.

The present convention shall take effect on the first day of January, 1893. It shall remain in force until the expiration of one year after the date upon which one of the two contracting Administrations shall have notified the other of its intention to terminate it.

ARTICLE 17.

The ratifications of the present convention shall be exchanged prior to the first day of December, 1892, if possible.

In witness whereof, the undersigned have signed the present convention and have affixed thereto their seals.

Executed in duplicate and signed at Washington the 13th day of August, 1892, and at Luxemburg the 29th day of August, 1892.

[SEAL]. (Signed) S. A. WHITFIELD,
Acting Postmaster General of the United States.

[SEAL]. (Signed) ———— ————,
Le Directeur General des Finances du Grand Duche de Luxembourg.

Detailed regulations for the execution of the Convention concluded between the Postal Administration of the United States and that of the Grand Duchy of Luxemburg concerning the exchange of postal orders, of the 13th and 29th of August, 1892.

In pursuance of the terms of Article 15 of the Convention of the 13th and 29th of August, 1892, concerning the exchange of postal orders, the undersigned have agreed upon the following rules of action:

ARTICLE 1.

In conformity with Article 1 of the Convention the General Post and Telegraph Office at Luxemburg is designated as the exchange office on the part of Luxemburg, and the international money order office at New York as the exchange office on the part of the United States.

ARTICLE 2.

For the lists by means of which the exchange offices are, in accordance with Article 1 of the Convention, to notify each other of the orders to be paid, the money order office at Luxemburg shall make use of Form "A" hereto annexed, and the international money order office at New York of the Form "B" hereto annexed.

ARTICLE 3.

1. The lists are to be filled out in accordance with their printed headings, with copying ink, which is also to be used in completing the letter of transmittal upon the first page thereof and they are to be transmitted in duplicate by each outgoing mail, that is to say, by all mails fixed by schedule which are conveyed *via* Antwerp between the offices of Luxemburg and New York.

Should it happen, at the time of dispatching any mail that there are no money orders to be certified for payment a list must nevertheless be sent in that mail. But, in such event, the dispatching exchange office will write across the list the words: "No money orders."

2. The lists shall bear consecutive numbers commencing with the calendar year and ending with it.

3. The orders inscribed in the lists shall also be consecutively numbered, the series of numbers to commence with each month on the part of Luxemburg and with each calendar year on the part of the United States.

4. The orders issued in the United States during the quarter ending June 30th of each year, which may arrive at the office of exchange at New York in the following quarter shall be entered on lists supplementary to the last list of the month of June, and in like manner the orders issued in Luxemburg during the quarter ending June 30th of each year which may arrive at the exchange office of Luxemburg in the following quarter shall be entered on lists supplementary to the last list of the month of June.

ARTICLE 4.

Each list is to be carefully examined by the receiving office and if the latter finds that it contains manifest errors it will correct them with red ink. That office will then fill up the columns intended for its use, and return one of the copies of the list to the sending office. In the letter of transmittal of the next list which it has to send, the receiving office above mentioned will acknowledge the receipt of the list in question to the office which sent it. The corrections made are always to be mentioned with explanations at the end of the letter of transmittal.

ARTICLE 5.

When the list contains errors or irregularities which can not be corrected without consultation with the exchange office of the country of origin, the exchange office of the country of destination shall request explanations from the sending exchange office at the same time that it acknowledges the receipt of the list. The explanations requested are to be furnished as promptly as possible. Meantime the payment of orders in regard to which errors have been discovered is to be suspended.

ARTICLE 6.

If it appears from the number of the list received that the preceding list has failed to arrive, the receiving office shall apply for such list by the first mail. The sending office as soon as it is informed of the matter shall send forthwith a duplicate of the missing list.

ARTICLE 7.

For the orders entered in the lists the two exchange offices shall issue inland postal orders in accordance with the regulations in force in the premises in the country of destination, and with the provisions of Article 13 of the Convention.

ARTICLE 8.

1. For the quarterly account provided for by Article 9 of the Convention, the Postal Administration of Luxemburg shall make use of Form "C" hereto annexed.

2. This account is to be made upon the basis of the lists accepted or corrected by the receiving offices of exchange. It is always to be prepared promptly and transmitted to the Postal Administration of the United States as soon as all the lists from the international money order office of New York bearing the date of the quarter to which it pertains shall have reached the money order office at Luxemburg and all duplicates of the lists of the same quarter dispatched by the latter office shall have been returned to it from New York. If it be possible, this account is to be transmitted by the Postal Administration of Luxemburg to that of the United States at the latest within six weeks after the close of the quarter.

ARTICLE 9.

1. The Postal Administration of the country of origin shall be duly notified of all orders which shall not have been paid to the respective payees in the country of destination, within one year after the date of the receipt of the list, and, after an agreement shall have been reached in regard to these orders, they shall be entered in the quarterly accounts, in order that the amounts thereof may be restored to the remitters in conformity with Article 9 of the Convention.

2. In like manner, there shall be embraced in this account, postal orders application for repayment of which has been made to, and permission therefor received from the country of destination in conformity with Article 9 of this Convention.

ARTICLE 10.

1. The quarterly account is always to be transmitted in triplicate to the Postal Administration of the United States. If this account shows a balance in favor of the Luxemburg Postal Administration two copies shall be returned to the latter, bearing an acknowledgment of the acceptance of the balance. In case the balance is in favor of the Postal Administration of the United States, the latter will retain two copies and send back but one.

2. When the balance found to be due to the Postal Administration of Luxemburg shall have been paid, the latter will affix its acknowledgment of receipt to one of the two copies which have been returned to it, and will send it back as a voucher to the Postal Administration of the United States of America.

3. In case the balance is in favor of the latter, it will, on receipt of the amount of such balance, affix its acknowledgment of receipt to one of the two copies of the account which it has retained, and will transmit the same as a voucher to the Postal Administration of the Grand Duchy of Luxemburg.

ARTICLE 11.

Payments of balances and payments on account made in pursuance of Articles 10 and 12 of the Convention are to be effected by means of bills of exchange, which when the balance is in favor of the Postal Administration of Luxemburg are to be drawn on Paris payable to the "Percepteur des Postes du bureau de Luxembourg-ville". When the balance is to the credit of the Postal Administration of the United States, the bills of exchange are to be drawn upon New York payable to the Postmaster-General at Washington.

ARTICLE 12.

For the purpose of balancing the quarterly account, the conversion of one money into the other shall be made in compliance with the terms of Article 11 of the Convention. To that end the debtor administration shall forward to the creditor administration a certified tabular statement of the rate of exchange at Luxemburg or at New York, as the case may be, quoted each business day during the preceding quarter.

ARTICLE 13.

In addition to the claims mentioned in Article 9 concerning the repayment of orders, the two Administrations agree to take charge of other claims in relation to orders exchanged between Luxemburg and the United States, for example, in regard to changes of name, places of payment, requests for information concerning payments which have been made, etc., and to dispose of them in accordance with the regulations in force in each country respectively.

ARTICLE 14.

The present detailed regulations shall take effect at the same time as the Convention of the thirteenth and twenty-ninth of August, 1892, and shall continue in force as long as the latter.

Done in duplicate and signed at Luxemburg the 29th day of August, 1892, and at Washington the thirteenth day of August, 1892.

[SEAL]. (Signed) S. A. WHITFIELD,
Acting Postmaster General of the United States.

[SEAL]. (Signed) _____.
Le Directeur General des Finances du Grand Duche de Luxembourg.

COLONY OF SOUTH AUSTRALIA.

1892.

The Post Office Department of the United States of America and the General Post Office of the Colony of South Australia, being desirous of establishing a system of exchange of money-orders between the two countries, the undersigned, duly authorized for that purpose, have agreed upon the following Articles:

ARTICLE 1.

There shall be a regular exchange of money-orders between the two countries.

The maximum of each order is fixed at £20 sterling, when issued in South Australia, and, when issued in the United States, at the equivalent, in sterling money, of $100 in the money of the latter country, converted at the rate fixed by Article 13 of the present Convention.

No money-order shall include a fractional part of a penny, or, of a cent.

The amount of each order, whether issued in the United States or in South Australia, must be expressed in letters in British money, and the equivalent in the money of the United States must also be shown in figures.

ARTICLE 2.

The South Australian Post Office, shall have power to fix the rates of commission on all money-orders issued in South Australia, and the Post Office Department of the United States shall have the same power in regard to all money-orders issued in the United States.

Each Office shall communicate to the other its tariff of charges, or rates of commission, which shall be established under this Convention, and these rates shall, in all cases, be payable in advance by the remitters, and shall not be repayable.

It is understood, moreover, that each Office is authorized to suspend, temporarily, the exchange of money-orders in case the course of exchange, or any other circumstance should give rise to abuses, or, cause detriment to the postal revenue.

ARTICLE 3.

Each country shall keep the commission charged on all money-orders within its jurisdiction, but shall pay to the other country one-half of one per cent. on the amount of such orders.

ARTICLE 4.

The service of the Postal money-order system between the two countries, shall be performed exclusively by the agency of Offices of Exchange. On the part of the United States the Office of Exchange shall be San Francisco, California, and on the part of South Australia, Adelaide.

Orders shall be drawn only on the authorized money-order offices of the respective countries; and each Postal Administration shall furnish to the other a List of such offices, and shall, from time to time, notify any addition to, or change in such list. Every order and advice must contain the name of the office and of the country of destination, and if relating to an order payable in the United States, the name of the State in which such office is situated.

ARTICLE 5.

No money-order shall be issued unless the applicant furnish the name and address of the person to whom the amount is to be paid, and his own name and address; or, the name of the firm, or company who are the remitters or payees, together with the addresses of each.

The money-orders, issued in either country, shall be forwarded by the remitters to the payees, at their own expense.

ARTICLE 6.

The advices of all money-orders issued upon South Australia by the post offices in the United States shall be sent to the Office of Exchange at San Francisco, where they shall be impressed with a dated stamp (Form "A") showing the amount to be

paid in Sterling money, and transmitted, by the next direct mail, to the Exchange Office at Adelaide, accompanied by a List, in duplicate, drawn upon the model of Form "B".

The advices, on their arrival in Adelaide, shall be compared with the entries in the List, and, afterwards dispatched to the paying offices.

In like manner the advices of money-orders, drawn on the United States by postmasters in South Australia, shall be sent to the Exchange Office at Adelaide, shall there be impressed with a dated stamp (Form "A") showing the amount to be paid in United States money, and be dispatched accompanied by a List, in duplicate (Form "C") to the Office of Exchange at San Francisco by the next direct mail.

The advices, on their receipt at San Francisco, shall be compared with the entries in the List, and afterwards dispatched to the paying offices.

The advices of orders issued in the United States in the month of June, which may arrive at the Office of Exchange at San Francisco in the earlier days of the following month, shall be entered on Lists supplementary to that of the last day of the month of June, and in like manner, the advices of orders issued in South Australia in the month of June, which may arrive at the Exchange Office at Adelaide in the earlier days of the following month, shall be entered on Lists supplementary to that of the last day of the month of June.

Each Exchange Office shall certify its orders to the other in amounts designated in the denominations of the money both of the dispatching and receiving country, at the rate of conversion established by Article 13 of this Convention. The amounts, so converted, shall be checked at the receiving Office of Exchange.

Each Administration hereby undertakes and agrees, as far as practicable, to suspend the issue of money-orders a sufficient length of time before the sailing of each steamer which carries the Exchange Lists and advices, at those post-offices in its own territory where such suspension may be necessary, in order to prevent the issue of orders which could be dispatched by the outgoing mail while the corresponding advices could not be certified by the Exchange Office in time to be conveyed by that mail.

The Exchange Lists and the accompanying advices shall invariably be sent by such steamers as carry the mails directly from San Francisco, or other direct mail service, to Sidney, or from Sidney to San Francisco, as the case may be, and not *via* London in any event.

ARTICLE 7.

The Lists, dispatched from each Office of Exchange, shall be numbered consecutively, commencing with No. 1 at the beginning of the month of July in each year; and the entries in these Lists shall also have consecutive numbers.

Of each List dispatched a duplicate shall be sent, which duplicate, after being verified by the receiving Office of Exchange, shall be returned to the dispatching Office of Exchange.

Each Office of Exchange shall promptly communicate to the other the correction of any simple error, which it may discover in the verification of the Lists.

When the Lists shall show irregularities, which the receiving Exchange Office shall not be able to rectify, that Office shall apply for an explanation to the dispatching Exchange Office, and such explanation shall be afforded without delay.

Should any List fail to be received in due course, the dispatching Exchange Office, on receiving information to that effect shall transmit without delay a duplicate of the List, duly certified as such.

ARTICLE 8.

Duplicate orders shall only be issued by the Postal Administration of the country, on which the original orders were drawn, and in conformity with the regulations established, or, to be established in that country.

ARTICLE 9.

The orders, issued by each country on the other, shall be subject, as regards payment, to the regulations which govern the payment of inland orders of the country, on which they were drawn.

The paid orders shall remain in the possession of the country of payment.

ARTICLE 10.

Repayment of orders to remitters shall not be made until an authorization for such repayment shall first have been obtained by the country of issue from the country

where such orders are payable, and the amounts of the repaid orders shall be duly credited to the former country in the quarterly account. (Article 12.)

It is in the province of each Postal Administration to determine the manner in which repayment to the remitters is to be made.

ARTICLE 11.

Orders which shall not have been paid within twelve calendar months from the month of issue, shall become void, and the sums received shall accrue to, and be at the disposal of the country of origin.

The South Australia Office shall, therefore, enter to the credit of the United States, in the quarterly account, all money orders entered in the Lists received from the United States, which remain unpaid at the end of the period specified. (Article 12.)

On the other hand the Post Office Department of the United States shall, at the close of each month, transmit to the South Australia Office, for entry in the quarterly account, a detailed statement of all orders, included in the Lists dispatched from the latter Office, which under this Article become void.

ARTICLE 12.

At the close of each quarter an account shall be prepared at the General Post Office of South Australia, showing in detail the totals of the Lists, containing the particulars of orders issued in either country during the quarter, and the balance resulting from such transactions.

Three copies of this account shall be transmitted to the Post Office Department of the United States, at Washington, and the balance, after proper verification, shall, if due by the General Post Office of South Australia, be paid to the General Post Office at London, to the credit of the Post Office Department of the United States on account of the exchange of money-orders between the United States and the United Kingdom of Great Britain and Ireland; if due by the Post Office Department of the United States the balance shall likewise be paid to the General Post Office at London, to the credit of the General Post Office of South Australia.

If pending the settlement of an account, one of the two Postal Administrations shall ascertain that it owes the other a balance exceeding five hundred pounds (£500) sterling, the indebted Administration shall promptly remit the approximate amount of such balance to the credit of the other.

This account shall be in accordance with the forms "D," "E," "F," and "G," annexed to this Convention.

ARTICLE 13.

Until the two Postal Administrations shall consent to an alteration, it is agreed that in all matters of account, relative to money-orders, which shall result from the execution of the present Convention, the pound sterling of Great Britain shall be considered as equivalent to four dollars eighty-seven cents of the money of the United States.

ARTICLE 14.

The Postal Administration in each country shall be authorized to adopt any additional rules, (if not repugnant to the foregoing,) for the greater security against fraud, or for the better working of the system generally.

All such additional rules, however, must be promptly communicated to the Post Office of the other country.

ARTICLE 15.

This present Convention shall take effect on the first day of January, 18—, and shall continue in force until twelve months after either of the contracting parties shall have notified to the other its intention to terminate it.

Done in duplicate and signed in Washington on the ——— day of ——— in the year of our Lord ——, and in Adelaide on the ——— day of ——— in the year of our Lord ——.

[SEAL.] ——— ———,
Postmaster-General of the United States.

[SEAL.] ——— ———,
Postmaster-General of South Australia.